

THE OPPORTUNITY

We have an exciting opportunity for a **Talent Sourcing Specialist** for a 12-month contract based in either Vancouver or on Vancouver Island.

What You'll Do: This is a key role on our Talent Acquisition (TA) Team leading the charge in talent sourcing, enabling us to place qualified candidates faster! You will work closely with the TA team to source passive candidates through LinkedIn and other sourcing channels, support with candidate screening, coordinate the recruitment advertising strategy on social media and other mediums, coordinate and participate in job fairs, and other projects as assigned.

Who You Are: We are looking for someone with at least 2-3 years of experience working in a talent acquisition capacity. Ideally, you have experience recruiting for a wide variety of positions from entry level and skilled trades to administrative, operations management and corporate roles. If you have experience in a natural resources industry that's a bonus but definitely not necessary.

You are a quick learner, self-starter, creative problem solver and an excellent writer who thrives in a fast paced, dynamic work environment and is looking to be part of a fun and collaborative team!

Work Environment: This role will be required to primarily work from home, with occasional work in the office as needed. The successful candidate could be in Vancouver or on Vancouver Island (preferably in Nanaimo or surrounding area if on the Island).

RESPONSIBILITIES

- Collaborate with Talent Acquisition (TA) Team to identify each position's requirements to develop posting and sourcing strategies;
- Re-work job descriptions into attractive and marketable job postings;
- Use LinkedIn Recruiter Tool and other platforms to seek out and connect with potential candidates, developing a network of potential candidates and industry professionals;
- Monitor active job postings across ATS and all platforms ensuring postings are up to date and performing with strong candidate flow;
- Support Talent Acquisition Team with screening of resumes to identify shortlisted candidates;
- Partner with communications on recruitment related social media strategy to attract top talent;
- Provide regular reporting for TA team on recruitment statistics and job posting/advertising campaign performance to highlight trends, areas for improvement and to make recommendations for improvements to recruitment strategy.
- Coordinates and participates in all industry job fairs;
- Stay informed of current market and industry trends to implement sourcing processes and strategies; and,
- Other project work and duties as assigned.

QUALIFICATIONS

Education and Experience

- 2-3 years of proven and successful experience in a talent acquisition capacity;
- Experience working with sourcing tools, job boards and ATS systems; and,

- Experience supporting talent acquisition in forestry or another natural resource industry a definite asset.

Skills Knowledge and Required Competencies

- Experience in full cycle recruitment;
- Exceptional communication and creative writing skills;
- Strong planning and organizational skills - very important!
- Exceptional relationship management skills and capability to build and deliver Customer Focused solutions;
- Evidence of delivery and execution with pace and high-quality output;
- Evidence of expertise and use of various social media channels and job boards, including understanding of metrics and performance insights;
- Collaborative team partner that values fun and team connectiveness; and,
- Embraces culture of continuous improvement by demonstrating receptivity and embracing value of feedback from the HR team, operations and leadership.

YOUR CAREER

At Western Forest Products, we believe our most significant asset is our people. Investing in our people brings value and success to our business, ensuring a safe, engaged, productive and continuously improving workplace. We offer challenging opportunities working alongside the best in the industry to meet your career and professional development goals while providing competitive total rewards and recognition.

We provide a variety of on-the-job training and continuing education in many areas at Western to ensure you have the skills you need to succeed. Our promote-from-within culture recognizes high performance and we offer diverse career paths across the organization for those with the talent and will to advance.

WESTERN OVERVIEW

Western Forest Products is a leading forest products company that sustainably manages forests and manufactures high-quality wood products. Headquartered in Vancouver, British Columbia with operations in the coastal region of B.C. and Washington State, Western meets the needs of customers worldwide with a specialty wood products focus and diverse product offering.

Our commitment to health and safety, environmental stewardship and community engagement is core to how we do business at Western Forest Products.

Our approach to responsible business practices in all aspects of our business is multi-faceted. We adhere to and employ the most stringent environmental practices in the world. The steps we take to ensure the forests in which we operate are renewed and remain healthy and viable for future generations are mirrored in the care we take to make certain our communities continue to grow and prosper. This includes investing in communities where we operate and continuing to forge mutually beneficial relationships with First Nations in respect of their local and cultural interests.



WEBSITE LINK

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=7123675f-b0ca-4b68-9fea-f24295bd6993&cclId=2637603463_4010&type=MP&lang=en_CA