
Committed and versatile **Human Resources Professional** with more than 10 years of HR experience with specific expertise in Talent Acquisition and Recruitment. Ability to collaborate with company leadership to align HR talent strategies to corporate objectives. Capacity to balance departmental business needs while responding to talent quandaries. Skilled in recruiting, selecting and retaining diverse and inclusive top talent, subject matter experts and high-potential candidates. Areas of expertise and proficiencies include:

Recruitment | Candidate Screening & Selection | Employee Engagement | College & University Relations | Diversity, Inclusion & Belonging | Onboarding | Candidate Assessments & Testing | Career Pathing | Compensation & Benefits

PROFESSIONAL EXPERIENCE

THE E.W. SCRIPPS COMPANY – Cincinnati, OH

Senior Talent Acquisition Partner

December 2020 – Present

- Responsible for providing full-cycle talent acquisition responsibilities for the sales operation unit throughout local and national news stations, averaging ~80-100 hires filled annually
- Develops recruiting and interviewing plans for each position, reviews recruiting process with hiring managers and HR Business Partners, and conducts regular follow-up meetings to determine effectiveness of recruiting plans and implementation
- Creates talent pipelines for critical roles by employing creative sourcing strategies via social media, ATS, professional organizations/networks, and industry-specific posting platforms (in accordance with FCC compliance)
- Extracts and analyzes recruiting data, creates reports highlighting organizational and industry talent trends and presents strategic hiring plan to sales executive leadership team
- Manages workforce assessments for sales roles, providing support through interviewing and evaluation process, both pre- and post-hire
- Leads efforts in the evaluation of assessment efficacy relating to unconscious bias and provides recommendations on new inclusive model queries and profiles
- Assists in regional university and college partnership efforts to help attract, recruit, and hire high potential candidates and maintain prospective talent pipelines for future hiring
- Partners with DEI team and internal partners in strategizing and executing recruitment efforts with affiliated HBCUs, establishing baseline rapport with faculty, advisors, and staff within respective and corresponding business schools
- Serves as SME on recruitment efforts, strategies, and trends for sales roles in industry-specific forums

AL. NEYER – Cincinnati, OH

Talent Acquisition Manager

March 2019 – April 2020

- Developed and administered programs, procedures and guidelines to align the workforce with the strategic talent goals of the company
- Built and managed full-cycle talent acquisition processes for all exempt and non-exempt positions across all markets, using both traditional and innovative resources to identify, attract and secure high-potential, top talent
- Directed recruitment efforts of ~30 new hires and co-ops; maintained retention rate of ~90% EEs (# of total EEs = ~110)
- Restructured and led organization's university/college partnerships and co-op program; facilitated and organized all partnering university events for our regional markets in Cincinnati, Nashville, TN, Pittsburgh, PA, and Raleigh, NC
- Maintained and leveraged applicant tracking system (Newton) and led implementation on system improvements
- Served as main internal support and subject matter expert for workforce assessments and competency-based interview questions used during pre-hire process; identified and interpreted work behavioral styles and patterns (based on assessment results) to assist in training, development and career pathing post-hire
- Managed the third-party employee recruiter process, expenditures and partnership(s); reduced external staffing agency support costs by 20% through internal sourcing efforts and referral program
- Partnered with Benefits Manager to ensure company's compliance on all employment laws and regulations for each operating region; provided coaching to new managers on federal, state and local employment laws
- Supported CFO in the deployment and delivery of new hire onboarding and orientation, employment engagement efforts, career pathing plans, retention planning, and compensation initiatives

THE CINCINNATI INSURANCE COMPANIES – Fairfield, OH

Senior Corporate Recruiter

November 2015 – March 2019

- Consulted with business units to develop innovative strategies for staff vacancies resulting in ~75-100 hires filled annually
- Mentored and assisted Associate and Corporate Recruiters on Talent Acquisition team
- Led corporate-wide inclusion recruitment efforts with universities, community partners and high-school affiliates
- Redesigned organization's "Interview & Selection" course and provided training to all new managers
- Managed several recruitment budgeting projects such as expense reporting, compensation exceptions summaries, recruitment marketing recommendations, and new hire talent data

- Analyzed, benchmarked, and provided effective strategies to achieve higher retention rates (85-90%+ annually), reduce attrition and increase workforce engagement
- Served as subject matter expert on company-wide recruiting operations, equity compensation and benefits

Corporate Recruiter

September 2014 – November 2015

- Managed full-cycle recruitment process for various business units/partners and external vendors with potential candidates
- Created recruiting plan that outlined best sourcing strategies to attract top talent and/or high potential candidate pipelines for current and future opportunities
- Sourced, screened and identified active and passive talent using various types of recruiting platforms
- Performed reference checks, processed employment screenings and presented offers to selected candidates
- Demonstrated working knowledge of the departmental roles and salaries for assigned postings and provided salary recommendations to the Compensation Manager
- Documented and tracked all workflow activity in applicant tracking software system(s)

CROSS COUNTRY HEALTHCARE – West Chester, OH

Team Lead of Jr. Client Development

June 2013 – September 2014

- Led and coached Jr. Client Development Team through their designated responsibilities
- Processed performance evaluations for hired healthcare staff at the end of contracts
- Produced marketing sheets to aid recruitment teams in attracting and matching healthcare staff to vacancies within various partnering healthcare facilities

Recruiter

May 2011 – June 2013

- Spearheaded recruiting strategies for company's first local staffing division; accountable for maintaining annual recruiting budget of \$25,000 for new local division
- Sourced, recruited and interviewed qualified candidates, resulting in the hiring of 200+ local healthcare professionals
- Secured new working contracts with healthcare facilities generating new division's revenue activity by ~25% quarterly
- Managed 50-75 job openings weekly from various partnered healthcare facilities, filling vacancies on average by ~70%
- Constructed pipeline reports to track division's revenue progress; presented information to executive leadership team
- Processed new-hire documentation for selected healthcare professionals; led new hires through onboarding
- Coordinated college recruiting initiatives and events with local colleges/universities

Jr. Client Development Manager

September 2010 – May 2011

- Directly supported Senior Client Development Managers to develop current and new profitable accounts ~20-25% quarterly
- Partnered with Recruiting teams to communicate and market new healthcare opportunities to healthcare professionals
- Processed job orders into company's internal posting system from third-party job listing sites and submitted healthcare professional profiles to appropriate matched job orders

PROCTER & GAMBLE – Cincinnati, OH

Human Resources Summer Intern

Summer 2007 – Summer 2009

- Developed advertising plan to enhance onboarding program for new-hires and future employees
- Organized and conducted focus group interviews to validate data extracted from Corporate Survey taken by employees
- Analyzed talent supply data and composed report showing education attainment among targeted demographic groups for future recruitment; presented comprehensive report to HR leadership team
- Crafted detailed course descriptions of all Diversity trainings available internally; created and delivered marketing proposal for top, "best-in-class" diversity training(s) to HR Leadership Team

EDUCATION, PROFESSIONAL INVOLVEMENT, TRAINING

MIAMI UNIVERSITY | Oxford, OH | Bachelor of Arts in Political Science & Business Legal Studies, May 2010

MIAMI UNIVERSITY | Oxford, OH | MiniMBA (MMBA) Certificate, Professional Education, January 2021

Affiliations/Activities:

- Society for Human Resource Management (SHRM), *Member (not certified)*
- Greater Cincinnati Human Resources Association (GCHRA), *Member*
- Greater Cincinnati HR Roundtable, *Member*
- LinkedIn Talent Connect 2015 – 2018, *Recruiter Participant*

Training(s): Culture Index Management Workshop Training, Interviewing & Selection, LinkedIn Recruiter Training, SHRM - HR Collaborative "Navigating the Course: Leading the Way", Recruiting a Diverse Workforce, Interpersonal Communications, Influence & Persuasion, Coaching Skills for Managers & Supervisors, Applying Healthy Emotional Intelligence in the Workplace, Beyond Confrontation to Managing Conflict

SYSTEM/SOFTWARE SKILLS

- **Assessment Testing:** PXT Assessment, Culture Index, Wonderlic Personal Characteristics Test, SHL Testing, DISC, Divine
- **Applicant Tracking Systems:** Workday, Newton, Taleo
- **Additional Systems:** Microsoft Office Suite, HireEz, Outmatch, PeopleSoft, Paycor, TextRecruit, Sterling Background Services, Harver (Checkster Reference Services,) AssureHire, LinkedIn Recruiter, Indeed Employer Recruitment, Adobe Acrobat, Bluebeam Revu

COMMUNITY INVOLVEMENT

- Cincinnati Red's Diversity, Equity & Inclusion Advisory Board, **Board Member** | February 2022 – Present
- University of Cincinnati Economics Center, Young Professional Board, **Board Member** | November 2021 – Present
- City of Cincinnati Human Services Advisory Committee, **Appointed Board Member** | October 2020 – Present
- Girls Health Period, **Board Member & Volunteer** | August 2019 – Present
- Cincinnati Queen City Alumnae Chapter of Delta Sigma Theta Sorority Inc., **Member & Committee Co-Chair** | March 2019 – Present
- Quinn Chapel AME Stewardess Board, **Member** | August 2004 – Present
- Winton Woods High School Professional to Student, **Mentor** | September 2015 – 2021
- Greater Cincinnati YMCA Black & Latino Achievers Program, **Mentor & Volunteer** | August 2018 – June 2020
- MORTAR, **Volunteer** | February 2016 – March 2020
- CleanUp Cincy, **Volunteer** | April 2017 – April 2019
- Cincinnati's Preschool Promise, **Volunteer** | May 2016 – January 2019