



Senior Director of Talent and Recruitment – National/Remote

BES is a national non-profit organization that identifies and prepares excellent leaders to transform education in their communities. From school founders and executive directors, to operations leaders, deans of students, and directors of curriculum and instruction, BES trains leaders to build schools, to ensure their schools excel, and to sustain their results over time. Since 1993, BES has prepared leaders to found more than 195 schools in 46 cities across 21 states and Washington, DC, educating more than 63,000 students each year. 82% of these students qualify for free or reduced lunch, and 94% identify as students of color. In all, BES has trained more than 2,500 leaders to found, lead, and grow schools that reflect and respond to the needs of their communities.

BES is looking for a Senior Director of Talent and Recruitment to lead the Talent & Recruitment team. This person will be an integral member of the BES team, responsible for leading all aspects of the organization's talent and recruitment arm, including recruitment and selection for the BES Fellowship, Executive Search functions, and internal hiring.

The Senior Director of Talent and Recruitment reports to the Chief Strategy Officer.

Headline Responsibilities:

The Senior Director of Talent and Recruitment will be responsible for:

- **Team Leadership:** Lead BES's selection and recruitment functions and manage team of 4-5 recruitment professionals, including two direct reports, to ensure streamlined communication across functions and execute on all aspects of organization's talent and recruitment work in alignment with the BES's strategic plan and budget.
- **Talent Strategy:** Lead all aspects of talent strategy for BES programming. Drive high level marketing and recruitment campaigns in collaboration with the Communications team to build brand awareness, grow and diversify talent pool, and ensure streamlined communications and processes across teams. Leverage data to inform organizational talent strategy and reflect and iterate on our work.
- **Recruitment Strategy:** Oversee recruitment strategy and manage the Director of Recruitment to support in execution of organizational goals around recruitment for BES programming. Support in development of recruitment strategy around sourcing, outreach, and event management for BES programming.
- **Candidate Selection:** Oversee selection strategy and participate in candidate selection for BES programming, including the BES Fellowship and internal hiring. Develop rubrics and screening tools, train teams on best practices, conduct candidate interviews and references checks, and make recommendations on candidacy.
- **Systems and Processes:** Lead ongoing efforts to iterate and improve on talent and recruitment systems and processes that support a greater focus on antiracism, equity and inclusion. Conduct research on best practices and engage cross-functionality with multiple teams and stakeholders to update systems, tools, and processes in alignment with organizational values and our commitment to DEI and antiracism.
- **Collaboration:** Collaborate cross-functionally within BES to execute talent and selection strategy including through directly managing or providing information to steward external BES relationships, facilitating bi-annual and quarterly step-backs, and convening cross-team hiring committees.

Required Skills, Experience, and Competencies:

- **Experience:** At least 7-10 years of professional experience in a selection and recruitment focused role in a dynamic, goal oriented and mission driven environment.
- **Leadership Skills:** At least 3-5 years of experience leading and managing others towards results in the talent and recruitment space.
- **Organizational Skills:** Highly organized and detail-oriented with exceptional time management skills. Self-starter with the ability to juggle competing priorities and lead projects across multiple teams and



stakeholders.

- Communication Skills: Strong written and verbal communication skills and a demonstrated ability to communicate effectively with a variety of internal and external stakeholders in diverse settings.
- Demonstrated Commitment to DEI: Has a track record of making commitments to diversity, equity and inclusion in practical, tangible, and result-oriented ways. Demonstrates a willingness to learn about research-based tools and strategies to further BES's commitment to equitable and antiracist practices.
- K-12 Education Experience: Experience working or volunteering directly in K-12 education or a K-12 education nonprofit.
- Analytical Skills: Strong technical and analytical skills, including ability to analyze and interpret data and identify trends. Experience using ATS/CRM software in a recruitment focused role.
- Commitment to Continuous Improvement: Aligned with [BES core values](#). Flexible, adaptable and able to reflect and iterate on an ongoing basis.

Other Requirements:

- Up to 15% travel (when safe and practical to do so)
- Can be based anywhere in the United States

Compensation:

- BES offers a competitive salary and benefits package, which includes medical and dental coverage, a 401(k) contribution match, paid time off, paid parental leave, and the ability to work remotely. The 2022-23 salary range for the Senior Director position grade at BES is:
 - Starting minimum: \$125,753
 - Starting maximum: \$153,886
 - Ceiling: \$183,075