**Job Description and Person Specification**

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| **Job Title** | Regional Recruitment Partner |
| **Team** | Recruitment and Compliance |
| **Business Division** | People |
| **Reports to** | Recruitment Team Leader |
| **Location** | Aligned to regional hub with travel to events across the region.  |
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| **Summary** |
| You will lead recruitment and attraction in a designated area and provide support within the team, delivering an exceptional candidate experience and ensuring we attract and select the very best talent. You will work closely with hiring managers to coordinate assessment days, streamline recruitment processes, and utilise our Applicant Tracking System (ATS) to manage candidate pipelines effectively.In addition to managing recruitment activities, you will play a key role in building our employer brand across the region. This includes driving talent attraction strategies, strengthening our presence in the local job market, and promoting a positive company image. You will represent the organisation at job fairs, recruitment events including assessment days, and networking opportunities, helping to position us as an employer of choice. Through these efforts, you will contribute to long-term workforce planning and ensure we continue to engage with high-quality candidates. |
| **Key Responsibilities**  |
|  | * Act as a trusted advisor to hiring managers for recruitment within Acuity Care Group.
* Lead the full recruitment lifecycle: from role briefing, advertising, sourcing, shortlisting, interviews, and offer management.
* Plan, coordinate, and participate in assessment days, including managing logistics, designing exercises, and facilitating panels.
* Ensure effective use of the Applicant Tracking System (ATS) to maintain accurate candidate records, generate reports, and track progress.
* Create and maintain engaging job descriptions and adverts aligned with our employer brand, ensuring a person-centred approach.
* Build strong talent pipelines through proactive sourcing and networking.
* Ensure a seamless and positive experience for all candidates.
* Work in collaboration with HR, Operations and Compliance to support a smooth transition from offer to start date.
* Monitor recruitment metrics to identify areas for improvement and optimize processes.
* Stay current on recruitment best practices and market trends within the health and social care sector.
* Actively provide support to the team to achieve business goals.
* Develop and implement regional talent attraction strategies aligned with business needs.
* Represent the company at job fairs, recruitment events, and local networking opportunities.
* Drive local employer branding initiatives to strengthen market presence.
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| **Qualifications and Skills**  |
| **Essential Skills & Experience*** Proven experience as an internal recruiter or talent acquisition specialist.
* Experience recruiting within health and social care, or a similar regulated sector.
* Strong working knowledge of Applicant Tracking Systems (ATS)
* Excellent communication, stakeholder management, and organisational skills.
* Ability to manage multiple roles at various stages of the hiring process simultaneously.
* Understanding of safer recruitment practices and compliance in care settings.
* Experience in employer branding, candidate engagement, and building strong talent attraction campaigns.
* Background in representing organisations at job fairs, recruitment events, or networking sessions.

**Desirable*** Familiarity with assessment day design and facilitation.
* Experience of using TribePad ATS
* CIPD or recruitment-related qualification.
* Knowledge of regulatory frameworks in health and social care (e.g., CQC, etc.).
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