

Director, Field Service Recruiting

Position Summary

We are a technology-enabled national health insurance marketplace centered around over 3,000 field agents who deliver high-touch, customized health, supplemental and related insurance solutions to individuals, families and small businesses.

Our company is built on a foundation of integrated distribution channels driven by our proprietary technology platform, **HealthMarkets Insurance Exchange**. This network seamlessly links our people, products, data and processes - connecting us with our customers where and when they choose and delivering on our consumer promise of Choice, Convenience, and Counsel.

Deliver "Out of the box" thinking to generate new sourcing/recruiting strategies In working collaboratively with 21 Territory Vice Presidents and Corporate staff, this position will support field Health Insurance offices in recruiting entrepreneurial, self-starting individuals willing to invest in building their own insurance business leveraging our proprietary business model and tools.

Essential Functions (Other Duties May Be Assigned)

- Assess and analyze staffing needs and trends and recommend solutions, resources, initiatives and methods to enhance the Talent Acquisition processes and procedures within the field regions
- Develops and executes recruitment strategies to attract applicants utilizing all available sourcing tools including job posting optimization, job board procurement, digital and non-digital employment marketing, cold calling and promotion of employee referral programs
- Knowledge of applicant tracking, talent acquisition and digital recruitment technology tools
- Ability to utilize recruitment metrics and analysis to better enhance the recruitment processes, procedures, and quality of diverse talent
- Lead the development of recruiting policies and procedures and ensures policies are in compliance with HealthMarkets goals as well as external regulations
- Partner with Human Resources and business unit management to provide top quality staffing services
- Develop strategic partnerships with Field Sales Leadership and build and maintain candidate relationships to drive best experience
- Direct the work activities and provide full management responsibility for the performance and development of subordinate staff in accordance with corporate strategic direction
- Selects, contracts, and manages external recruiting firms, sourcing vendors, job boards and other partners/vendors
- Develops and maintains staffing plans and recruiting metrics for management review
- Develops and manages to the recruiting budget
- Analyzes diversity recruiting needs and assists in the development of diversity recruiting strategies to provide client groups with a diverse candidate pool.

- Assists in setting strategic direction for the recruiting organization to include process, technology, talent and diversity initiatives.
- Stays up to date on trends and developments within the recruiting function, as well as the insurance industry

Demonstrated Knowledge, Skills and Abilities

- Strong selling and negotiation skills required (insurance sales recruiting experience a plus)
- Ability to uphold levels of confidentiality related to candidate information and territory and field leadership realignments
- Thorough knowledge of corporate/departmental practices and procedures, solid understanding of business and recruiting process workflows, and technical expertise in functional area
- Ability to effectively manage and achieve business results and meet short and long range recruiting goals independently and with others
- Ability to ensure customer satisfaction/service delivery to all of HealthMarkets Agency
- Excellent project management, organizational, planning and problem solving skills
- Excellent communication skills both verbal and written including the ability to communicate business knowledge and technical information clearly
- Must possess sound judgment and strong decision making skills
- Must be confident, self-motivated, goal oriented and results driven with minimal direction
- Knowledge of EEO and OFCCP regulations

Qualifications / Education and Experience

- Bachelor's degree or equivalent relevant work experience
- Diversity and EEO experience thus ensuring recruitment strategies are consistent with the company's commitment to Equal Opportunity
- Required 6-8 years of extensive interviewing skills and techniques, tracking and reporting results to include organizational, presentation, and project management
- 2-4 years management experience
- Proficient in Microsoft Office Suite – Outlook, Word, Excel and PowerPoint
- Knowledge of external recruiting sites such as CareerBuilder, ZipRecruiter, LinkedIn

Physical Requirements / Working Conditions

- Extensive sitting
- Extensive use of a computer for typing and navigating
- Must be able to work in a fast paced environment with demonstrated ability to handle multiple competing tasks and demands
- Must be able to travel as required

To apply for this position, please send your resume and a cover letter with salary requirements to Recruiting@hmkts.com.

Position Profile

The information above has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required for employees assigned to this job. HealthMarkets reserves the right, solely at their discretion, to change the nature and level of this position.

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