

# POSITION DESCRIPTION



## Senior Talent Partner



### DETAILS

<b>Position Title</b>	Senior Talent Partner
<b>Classification</b>	HEW 8
<b>Position Number</b>	TBC
<b>School/Office</b>	Office for People
<b>Division</b>	Talent Acquisition

### POSITION PURPOSE

Lead Western Sydney University's most complex and high-impact search assignments—executive, senior academic, and professional—by converting LinkedIn Talent Insights into market-backed search strategies and making LinkedIn Recruiter + pool-first hiring the default.

Coach the Talent Acquisition function in structured, bias-aware assessment and data-driven decision-making, operationalising SmartRecruiters (ATS/CRM) and delivering outcomes that advance the Western 2030 strategy (Putting Our People First; Shift 1: Friction to Agility; Shift 3: Digital Adopters to Digital Leaders).

### KEY ACCOUNTABILITIES

- **Lead executive and senior search campaigns**—end-to-end management for complex, hard-to-fill, and high-impact roles across Academic and Professional portfolios.
- **Conduct comprehensive market mapping and competitor analysis** using LinkedIn Recruiter and LinkedIn Talent Insights to provide data-driven advice to senior stakeholders on talent availability, sourcing strategies, and workforce design.
- **Drive the development of strategic talent pipelines** to support succession planning and internal mobility.
- **Lead Recruitment Strategy Meetings (RSMs)** for critical/ambiguous roles; co-create effective recruitment plans, approve selection scorecards, and advise on inclusive position design.
- **Provide high-level consulting** to the business, reporting on key metrics (cost-per-hire, diversity, time-to-fill, ad-spend reduction) to influence decision-making and drive continuous improvement.
- **Integrate AI and analytics tools** (including Microsoft Copilot, SmartRecruiters and LinkedIn platforms) into recruitment processes to enhance screening, identify insights, and improve

- quality of hire.
- **Coach and mentor Talent Acquisition team members** (HEW 7 and HEW 5), fostering a culture of high performance and strategic partnership (no direct line management).
- **Champion Diversity, Equity, and Inclusion (DEI)** in all search processes, designing bias-aware scorecards and panels to align with the University's Indigenous employment and diversity objectives.
- **Uphold compliance** with the University's Talent Acquisition Policy and Procedure and all Enterprise Agreements, ensuring rigorous adherence to requirements for identified positions and panel composition.

## QUALIFICATIONS, EXPERIENCE AND SKILLS

### Essential:

- Postgraduate qualifications or progress towards them in a related field; or equivalent experience in talent acquisition.
- Demonstrated experience in executive search, strategic sourcing, and managing senior stakeholder relationships.
- Strong knowledge of recruitment best practices, compliance, and employment legislation.
- Proven ability to influence and advise senior leaders using data and market insights.
- Advanced proficiency in Microsoft Copilot, LinkedIn Talent Insights, LinkedIn Recruiter, and SmartRecruiters (ATS/CRM).

### Desirable:

- Experience in higher education or public sector recruitment.
- Familiarity with diversity and inclusion strategies in recruitment, particularly in relation to Indigenous employment.

## KEY RELATIONSHIPS

- **This position reports to:** Associate Director, Talent Acquisition
- **This position supervises:** None (provides coaching/enablement to HEW 7 and HEW 5 roles)
- **Key internal relationships:**
  - Divisional Leads
  - Senior Executives
  - Deans/Directors
  - Hiring Managers
  - Hiring Coordinators
  - HR Business Partners
  - Office for People Colleagues
- **Key external relationships:**
  - Executive Search Firms
  - Industry Networks
  - Candidate Communities

## CHALLENGES

- Navigating complex stakeholder expectations and sensitive appointments across senior academic and professional portfolios.
- Balancing long-term strategic priorities like talent pipelining with the immediate demands of operational recruitment.
- Driving innovation and the adoption of new technologies within established frameworks and

budget constraints.

## **UNIVERSITY EXPECTATIONS**

The University expects that all employees are aware of, and comply with legislation and Western's policies and procedures relevant to the position, including but not limited to:

- Code of Conduct
- Work Health and Safety and Wellbeing Management System
- Enterprise Agreement or Award
- Anti-discrimination principles, Equal Employment Opportunity and staff and student equity.

Approved by:

Date: