



Recruiting Manager | RM

About Us:

COMMON
THREAD
COLLECTIVE

The heartbeat of the Common Thread Collective (CTC) is far from your traditional marketing agency because we aren't a marketing agency. The traditional model is broken and we think differently. We are a digital sales agency passionate about helping entrepreneurs achieve their dreams.

In service of our clients, our focus on digital strategy, creative arsenal, and relationships uniquely aligns client dreams to our skill set driving revenue, growing brand awareness, and executing mission statements. We don't just sell stuff online, we invest in and help make our clients' dreams into reality. Pretty cool, huh?

In caring for our people, dream chasing and dream catching pulse through our office walls. A core value of CTC is that we are all entrepreneurs of our own life and as such we encourage play, promote curiosity, and help build each other up. To be better at our craft of digital sales, we strongly believe that investing in YOU will make CTC better overall.

A job, is a job, is a job. At CTC we don't hire for jobs, we build careers as a catalyst for your future self. We believe in who we hire so much that we offer all of our full-time employees:

- Full health, dental, and vision benefits that fit your lifestyle and goals.
- 401k program with a 3% company match (post 90 days employment) to bring out the investor inside you.
- 4 weeks of paid time off on top of Holidays, your Birthday and the week of Christmas paid. Go get your R&R on so when you're at CTC you're firing on all cylinders.
- A wellness reimbursement program that inspires 360 degrees of health: mentally, physically, and spiritually.
- Two monthly sessions to tell a licensed MFT therapist your dreams as an entrepreneur in our Tell Me Your Dreams (TMYD) program. To top it off, we provide you with resources to realize your dreams through our Dream Fund.

About the Position:

The ethos of CTC is to help entrepreneurs achieve their dreams where all parts Culture, Ops, &HR conspire toward greatness. The Recruiting Manger [RM] finds entrepreneurs who will pour into CTC's ecosystem and supplement its culture, knowledge, skills, and abilities. We double down on those we employ and partner with them in becoming who they are in life. When you're hired at CTC, you can rest assured that we are hiring the human you are, and the robot for the role, while holding you accountable to expectations of the role, but not selling you short for that alone.

The RM sources talent while delicately balancing cultural fit first and foremost, skills, abilities, and of course, effort and interest in our prospects. It's no small feat to ask untraditional questions in interviews that gauge cultural dynamics while leveraging aspirations with a sense of urgency. Our industry is constantly changing and sourcing adaptable, flexible talent that also has heart, compassion and an eagerness to grow and develop is key. The CTC RM makes an interview an experience. Takes an in person interaction at a job fair turns it into a dream job case scenario. The gist of it is, the RM embodies CTC culture and markets it to attract new entrepreneurs ready to chase their dreams.

Aquire | CTC isn't different in what we do, but we are different in how we do it. Our recruiting methods of acquiring talent are no exception and the RM spearheads enticing methods of engagement on behalf of CTC. At the root of it, the RM is another form of sales, selling CTC as a place to work. To be effective in sales, we've found that you need to know what you're selling. By partnering with Training and Development Manager and working closely with the VP of Differentiation, the RM taps into CTC's hyper concentration on people development and company culture where the goal is simple; make CTC the best place to work and grow over any other, and then uses that point of differentiation to acquire the most talented, interested, and effortful people on [and off] the market.

Anticipate | Anticipating the needs of CTC wins over reacting to the needs of CTC, every time. As the RM we're depending on you to be forward thinking and mindful in approach considering timeline, questions, and long term solutions. Solving for the here and now is only a bandaid for the present, we're looking to anticipate what's to come for the future CTC and its entrepreneurs. Contributions from the RM will only serve to make dreams come true for future staff by anticipating needs and solving for future resolutions.

Develop | The evolution of how CTC recruits and tracks its recruiting efforts has grown since our humble beginnings in 2015. Those efforts are ever evolving and the RM oversees unique and innovative methods to not only source recruits, but how CTC engages in the interview experience and tracks candidates through the process. We want CTC to be "the" place to work. While our Propaganda Department will do its part to make CTC attractive online, the RM personifies that attraction with every in person interaction. When it comes to recruiting, regardless of a candidate's fit, our goal is that they'd leave every interaction wanting to chase their dreams at CTC that much more.

Redefine | Constantly refining and re-defining our processes until we've developed a system of communication and production that is both efficient and inspiring. At CTC we're dedicated not only to achieving goals; we're resolved to change the way we think about change. We're

resolved to learn how to resolve, then re-resolve, then re-resolve again; to become the best agency we can be—until we become better.

About You:

We hire for effort and interest at CTC and have found our successful RM's encompass:

- Bachelors Degree in Human Resources or related field, preferred
- 2-5 years of customer service experienced, preferred
- 1 + years of recruiting experienced, preferred
- Experience with managing a team and creating a culture of teamwork and collaboration.
- Ability to maintain confidential information
- Strong interpersonal skills essential
- Familiarity with COBRA, ERISA and FMLA and related state and federal regulations required.
- Google expert in Drive and Calendar
- Skilled in ASANA or relevant project management software preferred
- Exceptional written and verbal communication skills.
- Ability to organize, prioritize and manage multiple tasks with great attention to detail

