



**WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY**  
**Director, Talent Acquisition**

Washington Metropolitan Area Transit Authority (“WMATA”) also referred to as Metro is the “Employer of Choice” in the region for people that are passionate about mobility, business development, regional connectivity and tourism. Metro operates rail, bus, and paratransit services in a 1,500-square mile area that includes the District of Columbia, Maryland, and Virginia. Metrorail and Metrobus serve a population of approximately 4 million within a 1,500-square mile jurisdiction.

WMATA is the second largest heavy rail transit system and sixth largest bus network in the U.S. with 12,000 employees. WMATA’s Metrorail is 118 miles long with 6 rail lines, 91 stations, and 1,256 railcars. Their Metrobus has 10,687 bus stops throughout DMV with 1,648 buses. Metro moves 4 times more people each year than BWI, DCA and IAD airports combined.

More than half of the Metrorail stations serve federal facilities, and approximately one third of Metrorail peak period commuters and federal employees. 54% of the region’s jobs are within a half-mile radius of all Metro Stations and Metrobus stops. 28% of the region’s property tax base is located within half-mile of a Metrorail station.

WMATA benefits provide you access to healthcare, financial protection, time off and more. Together, these benefits form a package you can count on to add value to your total compensation.

**Job Summary:** The Director, Talent Acquisition is responsible for developing and maintaining the organization’s talent acquisition framework, processes and infrastructure. In collaboration with the Chief HR Officer, top management and senior leaders across the organization, the incumbent defines the strategies, processes, standards, tools and policies for external candidate sourcing and recruitment, internal competitive mobility, recruitment technology implementation and management, seasonal employment programs, employment branding and diversity recruitment. The incumbent is responsible for managing and directing the Talent Acquisition Organization’s programs, operations, budget and employees. This position directs both external contractors and internal employees with staff ranging from entry level employees to senior management professionals.

**Job Duties and Responsibilities Include:**

- Directs, manages, supervises and evaluates the Talent Acquisition organization and functions, including proactive sourcing, diversity recruitment, seasonal and pipeline employment programs, employment branding and internal competitive mobility.
- Works collaboratively and effectively with the HR Leadership Team on HR strategy and cross-organization support issues and projects, with a keen responsibility for identifying and addressing recruitment and internal employee mobility implications.
- Defines, implements and maintains the organization’s recruitment management systems(s), including systems specifications, interfaces and user acceptance testing and end user experience.
- Works collaboratively with the Marketing and Communications departments in defining and managing the Authority’s employment brand and all related collateral materials and recruitment advertisement.
- Advise/consults with organization leadership, management, HR Business Partners and special teams/task forces on talent acquisition and employment topics/issues.

- Oversee the analyses of the applicant tracking system and other tracking databases to identify and implement process, data integrity and user experience improvements.
- Provide regular updates to senior leadership on the state of talent acquisition and advises on improvements in the hiring practices and approaches.
- Serves as an expert advisor to HR, executive and senior leadership on recruitment strategies.
- Manages external contract resources and strategic sourcing partnerships designed to supplement recruiting and sourcing capabilities.
- Plans and implements strategic recruitment and candidate pipeline programs, including seasonal hiring programs, diversity initiatives and college recruitment.
- Defines multifaceted sourcing strategies, including grassroots recruitment tactics, internet, social media, print campaigns, etc.
- Works proactively and directly with leaders throughout the organization to building understanding of and buy-in to the organization's recruitment framework.
- Defines Metro-wide business unit and/or targeted sourcing and recruitment goals that address forecasted hiring needs.
- Establishes and maintains effective working relationships with other offices of Authority, governmental agencies, labor organizations and other individuals or organizations with who interface may be required.
- Oversees service delivery quality and vendor effectiveness and assesses sourcing effort impact and return on investment.
- Develops and manages the talent acquisition budget, ensuring that budget plans are prepared and submitted in a timely fashion and that approved funding is tracked and invoiced appropriately.
- Advanced knowledge and abilities in sourcing and recruitment strategies, principles and practices.
- Knowledge of "best in class" sourcing techniques and tools, including Boolean search and recruitment social networking.
- Specific expertise in designing and implementing creative sourcing programs, recruitment campaigns and hiring events.
- Ability to quickly and effectively develop understand of the organization's strategy, services, infrastructure and operational plans.
- Specific expertise in applicant tracking system implementation and maintenance.
- Ability to make sound, prudent decisions and operate independently, with respect to complex issues and business requirements, with a high degree of exposure.
- Strong business acumen and broad business skills.
- Keen ability to drive through ambiguity for results; ability to push back and negotiate.
- Ability to work successfully in organization with both represented and non-represented employee groups.
- Competence in managing multiple projects simultaneously with a strong results/goal orientation.
- Understands the strategic philosophy involved in developing recruitment and HR initiatives that are aligned with and closely linked to business objectives.

**Qualifications and Requirements Include:**

- Graduation from an accredited college or university with a master's degree in Business Administration, the Behavioral Sciences or a Human Resources related field, AIRS recruiter designation preferred.
- Ten (10) years of progressive experience in Human Resources including a minimum of six (6) years of direct multi-discipline, high volume corporate and/or outsourced recruitment operations management.
- In lieu of a master's degree, twelve (12) years of progressive experience in Human Resources, including a minimum of eight (8) years of direct multi-discipline, high volume corporate and/or outsourced recruitment management, with a t least two (2) ears AIRS Recruiter designations.
- Experience in the design and delivery of talent management programs having organization-wide impact.
- Applicant tracking system (ATS) implementation experience.

- Five (5) years of management and supervisory experience.

*WMATA is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, status as a protected veteran, or any other status protected by applicable federal law. This posting is an announcement of a vacant position under recruitment. It is not intended to replace the official job description. Job descriptions are available upon confirmation of an interview.*

***This position is being handled directly by David Gomez Partners Only. To apply, please send your resume to David Gomez at [David@davidgomezpartners.com](mailto:David@davidgomezpartners.com) and Kelly Collins at [kcollins@davidgomezpartners.com](mailto:kcollins@davidgomezpartners.com).***