

# Resourcing Advisor

**Salary Range: £44,579 - £50,706**

**Grade: Level 4 Zone 1**

**Location: 5 Pancras Square N1C 4AG**

**Reports to: Resourcing Manager – Wayne  
Cockerill**



# About the role

As a Resourcing Advisor, you'll work proactively with services to identify resourcing needs and workforce challenges. Your expertise will help shape and deliver effective, timely recruitment strategies to attract the best talent. Here's what you'll deliver:

**Strategic Resourcing:** Work closely with designated parts of the organisation to understand workforce issues and plan recruitment needs early.

**Sourcing Talent:** Establish clear requirements at the start of each campaign and implement the best sourcing methods to attract suitable candidates.

**Campaign Management:** Monitor recruitment campaigns, identify potential challenges (e.g., low response rates), and provide solutions to keep hiring managers informed throughout.

**Expert Advice:** Provide guidance on media use, assessment methods, interview best practices, recruitment systems (Taleo), and contract options to support informed decisions.

**Evaluation:** Review the effectiveness of recruitment campaigns to inform Camden's advertising strategies and improve outcomes.

**Stakeholder Support:** Act as the first point of contact for hiring managers, ensuring roles, responsibilities, and timescales are clear and campaigns run smoothly.

**Quality Assurance:** Offer feedback on CVs and applications to ensure the best candidates are shortlisted.

**Professional Development:** Attend networking events, job fairs, and training courses to stay informed and enhance your skills.

**Complaint Resolution:** Manage complaints as the first point of contact, escalating where necessary.

# About you

To thrive as a Resourcing Advisor, you'll bring:

**Recruitment Expertise:** Experience in a results-oriented environment, whether from an agency or internal recruitment team.

**Strategic Vision:** A proactive approach to identifying workforce needs and planning resourcing solutions.

**Knowledge of Attraction Methods:** Expertise in direct sourcing, social media, and assessment methodologies.

**HR Knowledge:** A good understanding of selection and assessment practices.

**Communication Skills:** The ability to provide clear, confident advice and analysis to hiring managers and stakeholders.

**Organisation:** A proven ability to manage multiple tasks while maintaining high-quality outcomes.

# The things you'll achieve

Work with Hiring Managers to recruit the best people for the job

Work in a relational way with stakeholders to ensure we fully utilise recruitment tools and platforms

Become an expert in candidate attraction methods

You will help Camden managers recruit in a fair and inclusive way to help ensure Camden has a rich and diverse workforce and representative of the borough we serve

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## Other important information...

### **People management**

None

### **Work environment**

You'll have the flexibility to work from our offices at 5 Pancras Square and from home. Minimum expectation is to work from the office two days a week.

### **Who you will be working with**

You'll be the day-to-day contact for hiring managers, supporting them through the recruitment process.

Liaise regularly with Camden's recruitment advertising partner to ensure campaigns are placed in the best media.

Work closely with the Resourcing Coordinator to agree on priorities and allocate tasks effectively.

### **The application process**

Your written statement should outline why you are the right person for the job and evidencing experience. There will be Q&A interview and a half hour test

Interview panel will include Wayne Cockerill, Resourcing Manager and two others TBC

# Who we are

## Diversity & Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

## Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

## Asking for Adjustments

Camden is committed to making our recruitment practices as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk)

