# Plan for High-Volume Recruiting Executive Briefing

## Summary

Few organizations have plans to decrease their workforce. In fact, over 90% of employers are hiring for new roles (iCIMS, 2021). The demand for talent is high, and organizations are struggling to fill roles. High-volume recruitment (HVR) is the process of filling an above average number of roles within a short period of time. Depending on the organization, the volume of roles can range from a dozen to a thousand. Examples of HVR situations include seasonal hiring, opening a new location, and winning new business.

## Our Recommendation

## Be proactive and leverage project management principles to meet the clear timelines typical of an HVR project.

## An HVR plan will help balance the need for an efficient process and a good candidate experience with hiring manager needs.

## Client Challenge

## A tight labor market already makes regular cycle recruitment challenging. An HVR project not only increases the amount of requisitions a team will have to fill but also amplifies the impact of regular recruitment challenges (e.g. poor candidate experience, inconsistent hiring results, inefficient talent acquisition process).

## Critical Insight

* Balancing the candidate experience and hiring manager needs with process efficiency may seem impossible. Use project management principles to make it achievable.

## Follow McLean & Company’s Three-Step Process to Plan for High-Volume Recruiting



## Get to Action

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| --- | --- |
| 1. Define the Scope and Complexity of the Project
 | 1. Determine the breadth of the HVR project.
2. Define the complexity of the HVR project.
3. Identify HVR project constraints.
4. Select goals and metrics for the project.

**Deliverables:** * *High-Volume Recruiting Project Plan*
* *Intake Meeting Guide*
* *Candidate Audience Profile Template*
* *HR Metrics Library*
* *Case Studies: Plan for High-Volume Recruiting*
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| 1. Assess and Customize the TA Process for HVR
 | 1. Customize the TA process to address HVR needs.
2. Identify external communication needs and additional materials required for the project.

**Deliverables:** * *High-Volume Recruiting Project Plan*
* *Job Ad Guide*
* *Candidate Audience Profile Template*
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| 1. Develop the Project Plan
 | 1. Prepare a business case for key players.
2. Clarify project team roles.
3. Determine project team communication methods.
4. Hold a kick-off meeting to prepare project team members.

**Deliverables:*** *High-Volume Recruiting Project Plan*
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