



Title: Talent Engagement Specialist, Job ID 1597

Department: Talent Services

Location: Minneapolis, MN (Downtown)

Type: Permanent, full-time

FLSA Status: Exempt (Salary)

Job Description

Tower Legal Solutions is hiring a Talent Engagement Specialist for a law firm in downtown Minneapolis. This role will work under the Chief Talent Officer and Director of Professional Development on engagement initiatives across all employee populations in the firm. This new position will be responsible for creating and driving forward initiatives supporting firm-wide engagement by identifying, designing and supporting solutions to understand, measure, and deliver positive employee engagement. It will also oversee firm-wide recognition programs and rewards tools, team building, employee engagement, employee events, engagement surveys and other strategic talent-focused initiatives.

Responsibilities will include, but are not limited to:

- Develop and implement a comprehensive and sustainable employee recognition strategy and program.
- Research recognition best practices employed in the industry, develop a recognition strategy, implement tools to support the recognition program and develop communication campaigns to promote awareness regarding recognition.
- Serve as point of contact for and offer team building resources to attorney management, operations executives, group leaders, directors, managers and supervisors. Organize and plan team off sites and team building exercises
- Support the design and coordinate employee engagement surveys and facilitate employee focus groups to complement engagement surveys.
- Initiate follow up with stakeholders to ensure projects are moving forward.
- Be a trusted resource and advocate for firm employees.

Job Requirements:

- Bachelor degree or higher
- Law firm experience is preferred
- Minimum of four years of experience in a Professional Services Firm environment with progression of responsibility.
- Expertise with organizational development, professional development and engagement best-practices.
- Proficient in Microsoft Office and Excel, knowledge of databases and HRIS system.
- Energetic and enthusiastic disposition and ability to interface with all levels of employees and management.

Applying to the Job:

Please send a current resume to MNproject@towerls.com please include Job ID 1597. Please indicate desired pay range and general availability for a 30-minute phone interview or Skype Interview.