

## Kelly Milner

kelly@kellymilner.com | kellymilner.com | LinkedIn

*Having experience as a candidate, hiring manager, recruiter, and career coach,  
the hiring process is understood from every angle.*

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### KEY ACCOMPLISHMENTS

- **Offer Acceptance:** 100% offer acceptance across 12 offers extended over 10 months.
- **Hiring Highlights:** Same-day hires, 14 people in 7 weeks and 45 people in 5 months.
- **Diversified Sourcing:** 48% from referrals, 33% from my network and resume mining, 19% from applicants.
- **Certified & Curious Expertise:** Staying up to date with certifications, tracking industry trends, and continuously refining hiring best practices to expertly match candidates with ideal roles and companies.
- **AI-Driven Recruiting:** Sourcing and screening to uncover non-obvious talent, increase speed, and time-to-fill.

### WORK EXPERIENCE

|                                   |                                      |                               |
|-----------------------------------|--------------------------------------|-------------------------------|
| Food Impact Partners: 04.26–05.26 | Kettle & @Apple: '16, '19, '20 & '24 | BASIC® & @Google: 03.20–01.22 |
| Golin: 01.25–01.26                | Octagon: 09.22–01.23                 | AcademyUX: '21, '22           |
| sportsYou: '24, '25               | Jack Morton: 03.22–08.22             | Critical Mass: 03.17–06.19    |
| NAACP/LDF: 07.24–01.25            | Verbal+Visual: '15, '22              | BGB Group: 12.16–03.17        |

### RELATIONSHIP FOCUSED RECRUITER

- Beyond filling current roles, I build a pipeline of strong candidates to support the company's future hiring needs.
- Expanded the pool of talent by proactively sourcing and engaging candidates and industry professionals.
- After placements, I regularly checked in with candidates and hiring managers to ensure the new hire was thriving and the process was successful.
- Developed a qualified talent pipeline in the ATS (Greenhouse, Lever, RecruiterFlow), designed for long-term hiring and relationship-building.

### HIRING MANAGER PARTNERSHIPS

- Orchestrated recruitment strategies for each role, guiding the end-to-end recruitment process.
- Ensured the timely execution of the hiring process for all positions, optimizing efficiency and effectiveness.
- Enhanced hiring manager capabilities by providing insights on market trends and interview techniques.

### OPERATIONS MANAGEMENT

- Conducted assessments across multiple areas, advising on best practices, recruitment, employee trends, skill mapping, job promotions, and job descriptions.
- Created a *Hiring Steering Committee*, dedicated to establishing structured and unstructured interview processes.
- Redesigned the *Referral Bonus Program*, resulting in an impressive 48% of hires sourced from referrals.
- Developed the *What Good Creative Looks Like* playbook, promoting transparency, trust, and stronger collaboration.
- Pioneered the *Meet n' Greet* program, a strategic initiative aimed at continuously identifying qualified candidates.
- Designed and implemented the *Recruiting Data Dashboard* reporting system, enabling data collection, tracking current status, identifying areas for improvement, and charting the path forward to achieve goals.

## ROLE VERSATILITY

Account Directors • AI/Automation Specialists • Animators • App Developers • Brand Sponsorships  
Brand Strategists • Business Development • Confidential Searches • Content Strategists • Copywriters  
Creative Directors • Culture and DEIB Leads • C-Suite • Data Analysts • Designers • Digital Producers  
Employer Brand Leads • Event Planners • Experiential Strategists • Finance Leads • Front-End Developers  
Go-to-Market Teams • HR & Talent Acquisition • Internship Programs • IT Leads • Marketing Data Scientists  
Motion Designers • Photographers • Product Designers • Program Managers • Public Relations • Retouchers  
Social: Earned, Influencer, Organic, Paid • Strategy Operations Leads • UI/UX Designers • UX Researchers

## MARKET VERSATILITY

Advertising • AI & Emerging Tech • B2B/B2C Services • Creative Services • Experiential & Events  
Food Systems & Sustainability • Healthcare & Pharma • Legal & Advocacy • Nonprofit & Social Impact  
PR & Communications • Product Design • Social Media • Sports & Youth Entertainment

## CERTIFICATIONS & EDUCATION

- No Code AI and Machine Learning: Building Data Science Solutions; *MIT Certification Course*
- HRCI Human Resource Associate Professional Certificate; *Google Certification Course*
- Data Analytics; *Google Certification Course*
- Life and Spiritual Coach; *Life Purpose Institute, San Diego, CA*
- Front End Web Development; *General Assembly, New York, NY*
- Product Management; *General Assembly, New York, NY*
- Event Planning; *MediaBistro, New York, NY*
- Programming for Non-Programmers; *General Assembly, New York, NY*
- Project Management Institute; *UCLA, Los Angeles, CA*
- Spanish Immersion Courses; *ILISA Language School, San José, Costa Rica*
- Graphic Design; *UCLAN, Preston, Lancashire, UK*
- Bachelor of Arts in Graphic Design; *CCSU, New Britain, CT*
- Fashion Design; *Mount Ida College, Boston MA*

## WHO I AM

- Animal Rescuer
- Experience Seeker
- Aunt
- Expert in Murphy's Law
- Connector
- Hiker
- Data Lover
- Growth-Mindset
- Dog Mom
- Tech Enthusiast
- ENFJ-A
- Wanderlust

## WHERE I GIVE BACK

- ASPCA
- Breast Cancer
- Career Coaching
- Mentor at ADPlist.org