

Global Recruitment Coordinator

[60 Decibels](#) is a tech-powered impact measurement company that makes it easy to listen to the people who matter most. We've been in business as an independent entity since early 2019, when we spun out of the global Impact Investor [Acumen](#).

We believe that the best way to understand social impact is by talking to the people experiencing that impact. It sounds obvious when you say it, but that is not the typical practice for many impact investors, corporations and foundations working to create social change.

We collect social impact data directly from beneficiaries (customers / employees / suppliers) using our network of 900+ trained Research Assistants in 75+ countries. We do it quickly and without the fuss typically associated with measuring social impact. Our RAs speak directly to customers to understand their lived experience; and our team turns all this data into benchmarked social performance reports, with accompanying insights, to help our clients demonstrate and improve social performance.

By making impact measurement simple, scalable, and comparable, we not only enable organizations to improve their products and services; we also help transform what it means to credibly measure impact, ensuring that the voices of those who matter most are always part of the story. **If you're similarly passionate about our mission and excited about the opportunity to help grow a dynamic business, we're looking for a Global Recruitment Coordinator to join our team.**

About the role: The Global Recruitment Coordinator is responsible for sourcing candidates and recruiting for the Research Assistant (RA) position at 60 Decibels. We hire RAs in 75+ countries to support impact measurement projects. Our global RA community is rapidly growing and recruitment efforts are continuous. The Global Recruitment Coordinator will also support other full-time recruitment at 60 Decibels.

Specifically, your responsibilities will include:

- Identify, forecast and respond to recruitment needs based on the upcoming projects at 60 Decibels
- Support the development of global RA recruitment strategies and tactics for specific regions and countries that are priority
- Build recruitment channels in new countries and reinforce existing channels
- Engage, build and maintain stakeholder relationships globally and locally that support recruitment
- Prepare and update recruitment materials for various channels including website, emails, WhatsApp, LinkedIn and other social media
- Create and update application forms on Airtable
- Assess applicants' relevant knowledge, skills, experience and aptitudes

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- Maintain recruitment records on Airtable and improve system efficiencies
- Have a good knowledge and understanding of the internal processes and systems of Research Operations
- Partner with the People Operations team and provide additional support in recruiting other full-time roles at 60 Decibels

About You: First and foremost, you bring compassion and dedication to this work because it matters to you. You are a creative problem-solver. You have a bias towards action—you get your hands dirty—and you actively tackle challenges in ways that lead to great outcomes. You successfully balance flexibility and rigor, and embrace taking strategic risks and growing from mistakes. Ultimately, you are eager to do the work to build something new and (we hope) important to the world.

We also expect that most candidates will have had the following experiences and attributes. If your experience set differs, but you think you're the right person for the job, say that in your application.

- 2+ years of work experience in recruitment or talent sourcing is preferred; global experience is preferred.
- Excellent communication skills and effective at building relationships across diverse cultures and stakeholder groups.
- Strong analytical skill and/or demonstrated experience with data/database tools such as Excel or Airtable.
- Comfort in a fast paced, entrepreneurial environment and the ability to multitask and work with ambiguity.
- Comfort working with teams and stakeholders across different geographies and time zones.
- Demonstrated interest in or commitment to tackling global development and social challenges.

Interested in applying?

Deadline: Candidates are encouraged to apply early, as applications will be reviewed on a rolling basis.

Location: The Global Recruitment Coordinator will ideally work in one of our offices in New York, London, Nairobi or Bengaluru. In exceptional circumstances we will consider a remote-first candidate located in other geographies. Non-remote candidates must be legally authorized to work in one of our four geographies.

Compensation: 60 Decibels offers a competitive salary and benefits package and the opportunity to work in a flexible, fun and supportive environment. This range will be adjusted according to costs of living in our New York, London, Nairobi and Bengaluru offices.

Application: To apply please fill out [this application form](#) where you will be asked to upload:

1. Your CV/resume
2. Two short responses to the following prompts:
 - a. Please introduce yourself and describe what excites you about this role
 - b. Imagine you're in this situation: 60 Decibels has an upcoming project in Thailand and urgently needs to recruit more Research Assistants for the project. How would you go about it?

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We're excited to hear from you!

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- > Read about our team values [here](#).