

**To:** All Administrators, Department Chairs, and Supervisors

**From:** Lynda S. von Bargen  
Interim Director of Strategic Talent Management and Organizational Development  
  
Krista Leitch Walker  
Vice President/Chief Human Resources Officer

**Subject:** Gradual Lift of Hiring Freeze

**Date:** June 7, 2021

Due to the College's emergency remote operations and the uncertainties presented by the COVID-19 pandemic, a suspension of most recruitment and hiring activities was implemented in April 2020. As we transition to on-site services and operations, it is necessary to ensure we have appropriate staffing levels.

Therefore, effective immediately, the College will lift the hiring freeze and resume gradual recruitment of approved vacancies based on priorities defined by the senior vice presidents and chief of staff. Additionally, we will also be allowing departments, based on business needs, to hire student aides and casual temporary employees. Please refer to the [Talent Acquisition and Employment webpage](#) for the opportunities for hiring contract, seasonal, and temporary staffing options.

Given the number of vacancies that have been on hold during the course of the hiring freeze, coupled with several employee retirements and resignations over the past year, the demand to fill positions is greater than the workload capacity within our Talent Acquisition and Employment team. Lauren Landau, manager of Talent Acquisition and Employment, has been working with senior leadership to assess staffing needs and prioritize vacancies based on immediate business needs in their respective division. As active recruitments are brought to completion, hiring managers will be contacted to commence recruitment for their positions based on the priority identified and established for their respective vacant position.

The Talent Acquisition and Employment team will continue to work with senior leadership as staffing priorities may change as we transition to on-site operations. If at any time you have any questions or concerns, please do not hesitate to contact [Lauren Landau](#), your designated [Human Resources Internal Consultant](#), or any member of the [Talent Acquisition and Employment team](#) in HRSTM.

We also want to take this opportunity to thank the employees and supervisors who participated in the Talent Share program. While this program is not being fully disbanded, the availability of staff talent as we transition on onsite operations will be unpredictable.

The nature of our work has been changed and it will continue to evolve as we navigate to on-site operations. Thank you for your patience and flexibility as we work to fill vacancies and meet the College's staffing needs.