

Alchemer Workflow Greenhouse Initiator

The Greenhouse initiator is included with Alchemer Workflow. If you are interested in purchasing Alchemer Workflow, please [contact us](#) for additional information.

Overview

Greenhouse is an applicant tracking software and hiring platform. The Greenhouse initiator blends Alchemer's robust Workflow and survey capabilities with Greenhouse's comprehensive HR and recruiting management system. This initiator is intended for HR and recruiting teams that want to include detailed and customizable feedback surveys to their recruiting processes.

Through this integration, kickstart recruiting Workflows when events occur in Greenhouse, integrating feedback seamlessly into your HR operations.

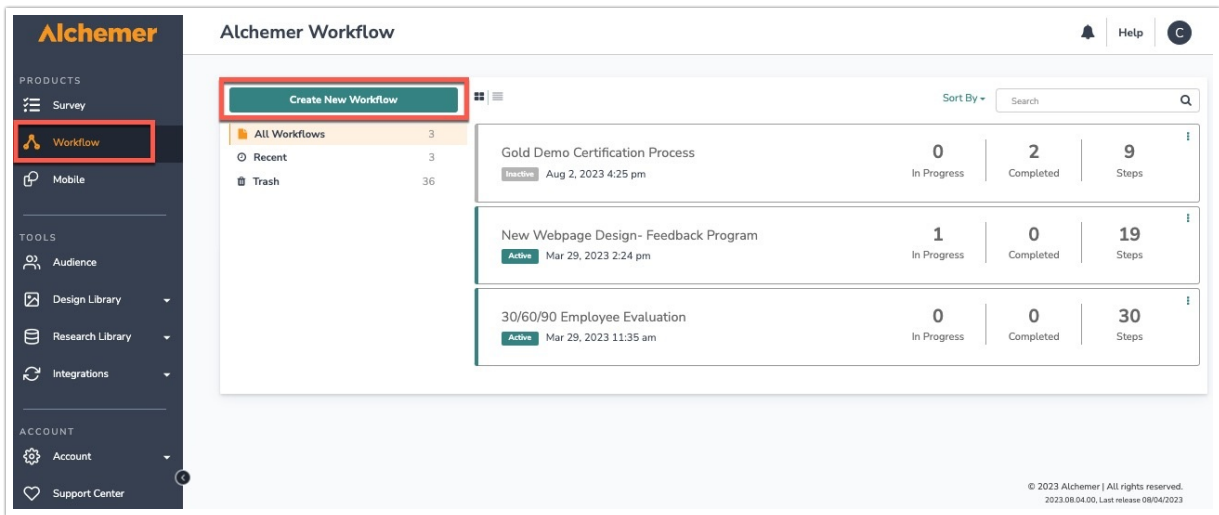
Using Greenhouse Webhooks, you can initiate Workflows in Alchemer whenever the following events occur:

- When a candidate stage change occurs in Greenhouse.
- When a candidate is hired.
- When a candidate or prospect is rejected.

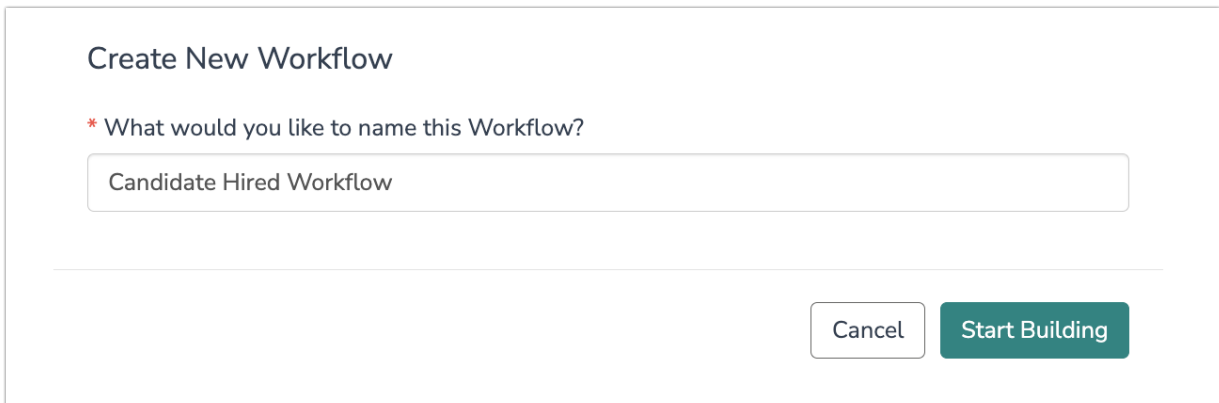
The Alchemer Workflow Greenhouse initiator uses Greenhouse Webhooks. For more information on creating webhooks in Greenhouse, refer to [this documentation](#).

Setup

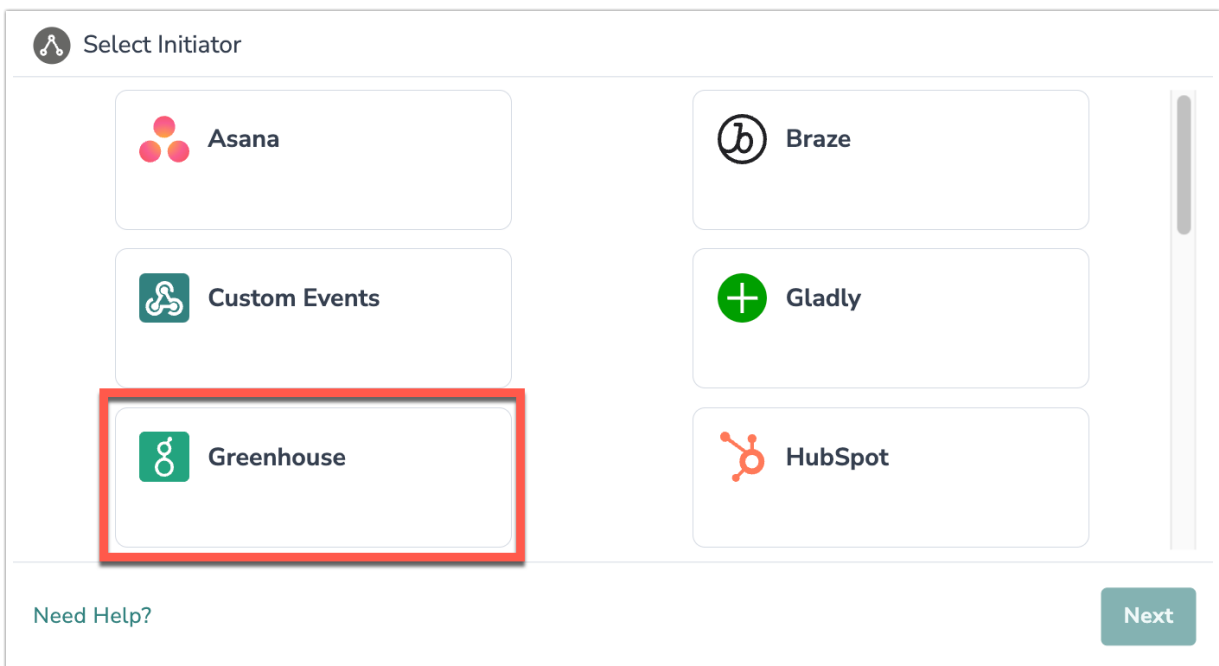
1. Create a new Workflow.




2. Name your Workflow.



3. After creating a new Workflow, select Greenhouse as your Workflow initiator.



4. Select the specific Greenhouse event that you would like use as your initiator.

 Select Action


Candidate Hired
Start the Alchemer Workflow when a new candidate is hired

Candidate Stage Changed
Start the Alchemer Workflow when a candidate changes hiring stages

Candidate Rejected
Start the Alchemer Workflow when a candidate is rejected


[Need Help?](#) [Previous](#) [Next](#)


5. Click "Next" on the initiator overview screen.

 Configure Initiator


Greenhouse | Candidate Hired

Start a new Workflow run when a candidate is hired in Greenhouse.

 Proceed to the next step to configure your initiator.

 [Previous](#) [Next](#)

6. Copy the Greenhouse Webhook URL. In Greenhouse, you will need to provide this URL when setting up the Webhook.


 Configure Initiator

Greenhouse | Candidate Hired

Greenhouse Webhook URL

Set the webhook URL in Greenhouse to this endpoint. [Learn more.](#)

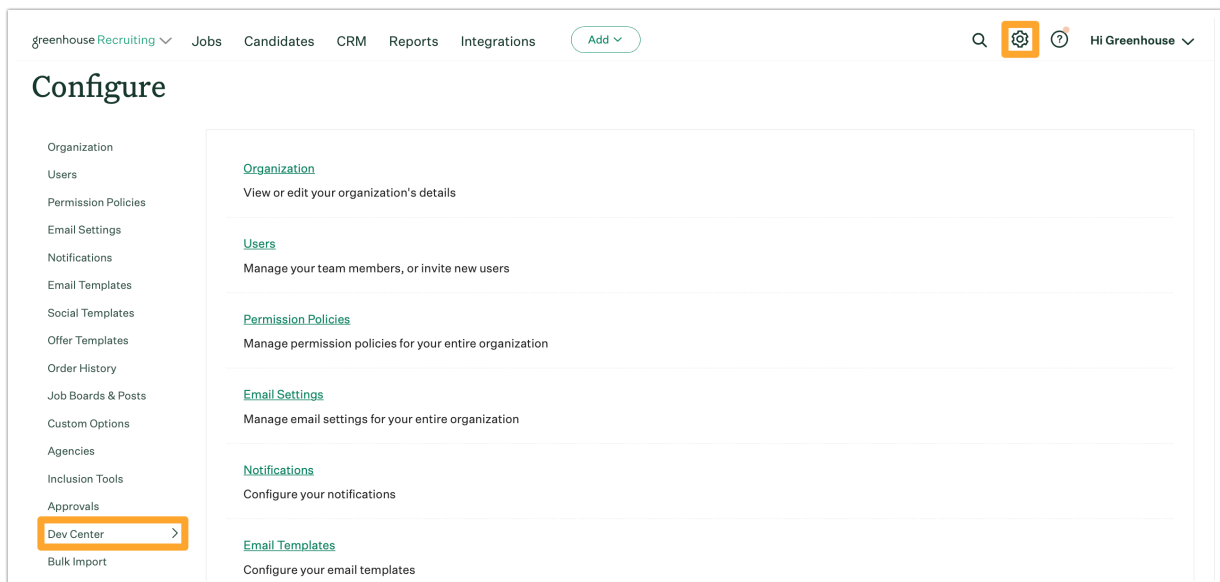
Webhook URL

`https://[REDACTED].trayapp.io` 

Previous Save

7. In Greenhouse, click the **Configure** icon on your navigation bar and select **Dev Center** on the left.

For more information on creating webhooks in Greenhouse, refer to [this documentation](#).



greenhouse Recruiting ▾ Jobs Candidates CRM Reports Integrations Add ▾ 🔍 ⚙️ 🔔 Hi Greenhouse ▾

Configure

- Organization
- Users
- Permission Policies
- Email Settings
- Notifications
- Email Templates
- Social Templates
- Offer Templates
- Order History
- Job Boards & Posts
- Custom Options
- Agencies
- Inclusion Tools
- Approvals
- Dev Center** >
- Bulk Import

[Organization](#)
View or edit your organization's details

[Users](#)
Manage your team members, or invite new users

[Permission Policies](#)
Manage permission policies for your entire organization

[Email Settings](#)
Manage email settings for your entire organization

[Notifications](#)
Configure your notifications

[Email Templates](#)
Configure your email templates

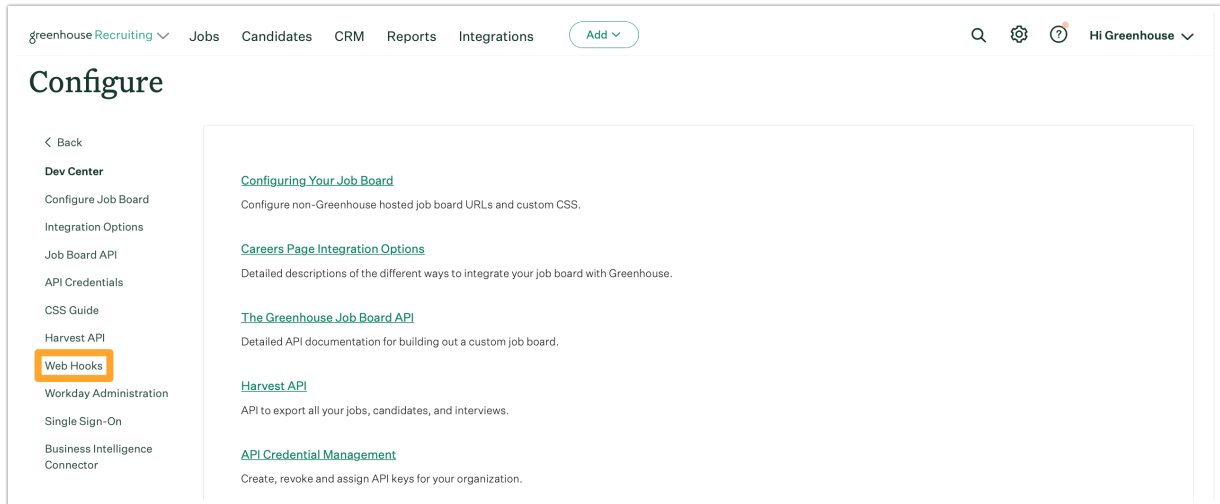
8. Click **Web hooks**.

Enter the following fields to configure your new webhook:

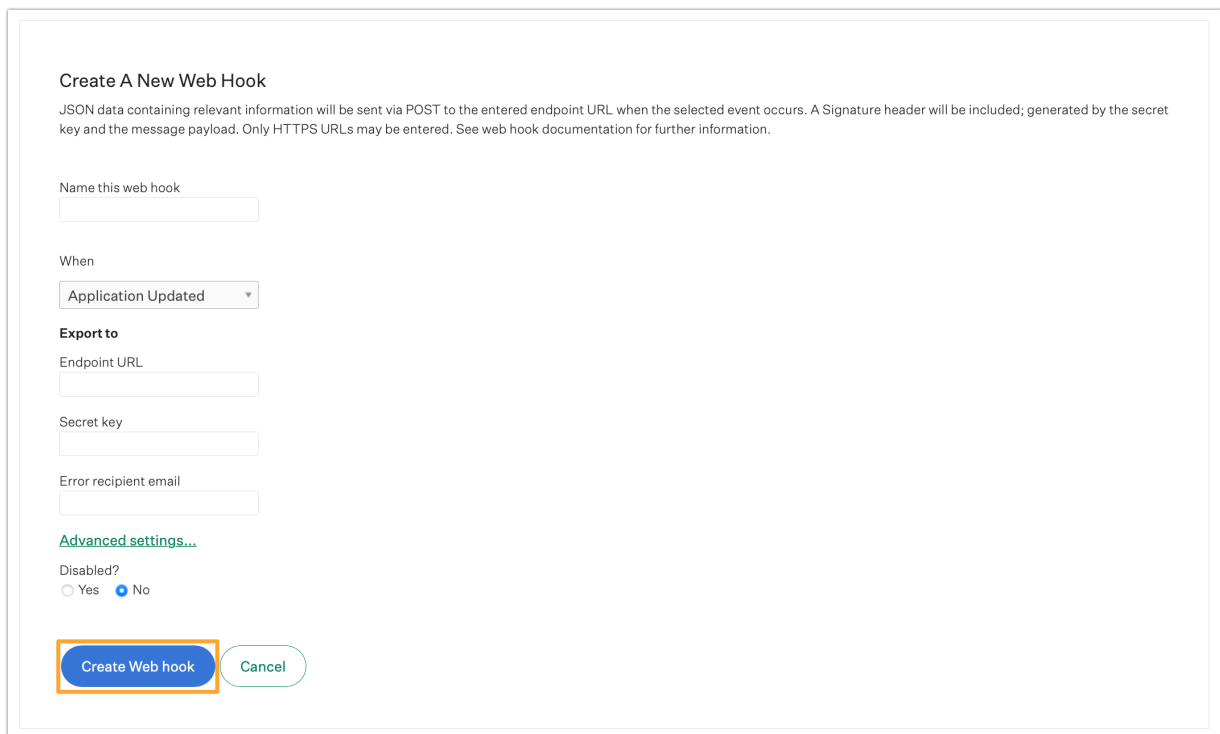
- Name this webhook: A name that specifies what the webhook is being used for.
- When: The event in Greenhouse Recruiting that causes the webhook to activate.
- Endpoint URL: The URL that will receive the data (must be *https*). This is the URL provided by Alchemer.
- Secret Key: A secret phrase or key used by the receiving endpoint / application to verify that

the data is legitimate. You can enter any value for your secret key, but it must match up with the secret key in the receiving app.

- **Error recipient email:** The email address that will receive an email notification if the webhook fails. Because there isn't an in-app notification if a webhook fails, we recommend choosing a Greenhouse Recruiting admin to receive the email notification.



9. Click "Create Web Hook" to complete the webhook setup.



10. Return to Alchemer Workflow, and click "Save" to complete the Workflow initiator setup.

Merge Codes

When the webhook fires, Greenhouse will pass the following fields to Alchemer Workflow. After configuring this initiator, you can use these fields in merge codes, logic, and other Workflow features.



For more information on how to use these merge codes in your Workflow, [check out this article](#).

- ⊕ Fields for Greenhouse Initiator - Candidate Rejected
- ⊕ Fields for Greenhouse initiator - Candidate Stage Changed
- ⊕ Fields for Greenhouse initiator - Candidate Hired

Use Case

The recruiting team at XYX Technologies use Greenhouse as their hiring and recruiting platform. They want to start integrating prospect, new hire, and employee feedback into their recruiting processes. In particular, they need the ability to send detailed and customizable surveys, beyond what their current tech stack is capable of, when specific events occur in Greenhouse.

To accomplish these goals, the recruiting team uses Alchemer Workflow and the Greenhouse Workflow Initiator to automatically send complex surveys when candidates are rejected or hired. They use the feedback from rejected candidates to identify gaps in their hiring processes and overall experience, while collecting the necessary information from new-hires to kickoff onboarding.

FAQs

- ▷ What permissions do I need within Alchemer to set-up and use the Greenhouse initiator?
- ▷ Can multiple Workflows initiate off the same Greenhouse initiator?
- ▷ This initiator doesn't fit my use cases, or I want to provide feedback to the Alchemer Product Team!

Related Articles