



The Office of Career and Professional Development (OCPD) at Baylor University is seeking an outstanding Director of Employer Relations who will support the mission by providing students and alumni with the opportunity for “worldwide leadership and service” through their vocational choices.

This position reports to the Executive Director of the Office of Career and Professional Development and oversees two Assistant Directors and two Employer Relations Coordinators.

Position Description

The Director of Employer Relations seeks to recruit top tier employers to hire Baylor students and work with students and alumni to understand life as a stewardship and work as a vocation. This includes:

- Establishing and maintaining corporate relationships by marketing internship and placement programs
- Promoting the Career Center Partner’s program to potential employers
- Working closely with the OCPD team and the Executive Director to share recruiting trend information and to collaborate on special projects
- Employing strategies including cold calling, professional association membership, direct referrals, and cross-industry marketing to increase employer interest and participation
- Oversees the on campus recruiting operations for employers and students ensuring they have a quality and productive experience

Interested? View the full position description: [Director of Employer Relations Position Description](#).

Qualifications

A Bachelor’s degree, five years of relevant work experience and a Christian faith is required. A Master’s degree and seven years of relevant work experience are preferred.

Success in this position requires a focus on progressive campus recruiting programs and university career services. The successful candidate will have a background in corporate university relations/talent acquisition and should be a demonstrated professional with management, leadership, and communication skills.

To Apply

Please submit an on-line application at <https://jobs.baylor.edu> along with the submission of a cover letter and resume.

About Baylor

Baylor University is a private Christian university and a nationally ranked research institution, consistently listed with highest honors among [The Chronicle of Higher Education’s “Great Colleges to Work For.”](#) Chartered in 1845 by the Republic of Texas through the efforts of Baptist pioneers, Baylor is the oldest continuously operating university in Texas. The university provides a vibrant campus community for over 16,000 students from all 50 states and more than 80 countries by blending interdisciplinary research with an international reputation for educational excellence and a faculty commitment to teaching and scholarship. Baylor is actively recruiting staff who support our mission as we pursue our bold vision, [Pro Futuris](#).

Baylor University is a private not-for-profit university affiliated with the Baptist General Convention of Texas. As an Affirmative Action/Equal Opportunity employer, Baylor is committed to compliance with all applicable anti-discrimination laws, including those regarding age, race, color, sex, national origin, marital status, pregnancy status, military service, genetic information, and disability. As a religious educational institution, Baylor is lawfully permitted to consider an applicant’s religion among its selection criteria. Baylor encourages women, minorities, veterans and individuals with disabilities to apply.