

Career Services Director, UNH Law

Full-time onsite in Concord, NH

Reporting to the Assistant Dean of Career and Academic Advising, the Director of Career and Academic Advising plays a key role in the delivery of the full range of services supporting law students and alumni in their career and academic development. The Director provides significant input into the overall strategy of the Office of Career & Academic Advising, which provides service to residential & hybrid JD students as well as residential and online graduate students. In addition to meeting 1-on-1 with students, the Director leads the development of multiple programs in support of student success.

Minimum Acceptable Education & Experience

- Must be able to use independent judgement and discretion.
- Requires bachelor's degree in a related field. JD and/or other advanced professional degrees strongly preferred.
- Requires 5+ years of legal practice, career counseling or legal recruiting experience.

Knowledge, Skills & Abilities:

- Requires knowledge of nationwide market for law school graduates, including both attorney and non-attorney career paths.
- Requires superior interpersonal skills, including the ability to communicate professionally with highly motivated and professionally successful student body, employers, faculty, and professional staff.
- Must be able to use independent judgement and discretion.
- Must be able to create an inclusive environment, encourage valuing of persons from different backgrounds and promoting a law school atmosphere that assures equitable treatment for all people.
- Must be comfortable adapting to technology and open to learning new technological solutions, including the use of AI.

Other Requirements:

Position is full-time onsite in Concord, NH.

Applicants should be prepared to upload the following documents when applying online within the *My Experience: Resume/CV* section of the application: (Maximum of 5 Documents)

- Resume/CV
- Cover Letter
- Contact Information for 3 Professional References

Compensation Pay Range:

\$54,990.00 - \$98,150.00

The pay range for this position is listed above. Actual offer will be based on skills, qualifications, experience, and internal equity, in addition to relevant business considerations.

For complete details and to apply: https://usnh.wd5.myworkdayjobs.com/Careers/job/University-of-New-Hampshire---Franklin-Pierce-School-of-Law/Career-Services-Director--UNH-Law_JR7549