



Applications are invited from suitably qualified candidates for the following position

**Student Employer Global Engagement Officer  
Professional 5 (P5)  
Student Support & Development  
Permanent**

**Dublin City University**

Dublin City University (DCU) is a leading innovative European University. It is proud to be one of the world's leading Young Universities and is among the world's top 2% globally. DCU is known as Ireland's University of Impact, with a mission to 'transform lives and societies' and focuses on addressing global challenges in collaboration with key national and international partners and stakeholders.

DCU has over 20,000 students in five faculties spread across three academic campuses in the Glasnevin-Drumcondra area of North Dublin. Thanks to its innovative approach to teaching and learning, the University offers a 'transformative student experience' that helps to develop highly sought-after graduates. DCU is currently No. 1 in Ireland for Graduate Employment Rate, and for graduate income (CSO).

DCU is a research-intensive University and is home to a number of SFI-funded Research Centres. The University participates in a range of European and international research partnerships. DCU is also the leading Irish university in the area of technology transfer as reflected by licensing of intellectual property.

As a 'People First' institution, DCU is committed to Equality, Diversity and Inclusion - a University that helps staff and students to thrive. The University is a leader in terms of its work to increase access to education, and is placed in the world's Top 10 for reducing inequalities in the Times Higher Education Impact Rankings.

**Overview of the department**

Student Support and Development (SS&D) provides personal and professional development and support to students at DCU and is a busy and diverse Unit which includes the Careers Service, Student Advice Centre, Counselling & Personal Development, Student Learning, Financial Assistance, Chaplaincy, the Student Health Centre, Disability & Learning Support, and the Access Office. Further information on Student Support & Development can be found at:

<http://www.dcu.ie/students/index.shtml>

The Careers Service within SS&D is currently seeking a Student Employer Global Engagement Officer to manage employer related activities within the Careers Service to provide a quality integrated service to employers and students.

## **Role Profile**

The Careers Service works with all students from undergraduates, postgraduate taught and postgraduate research to help students and recent graduates reach their potential and fulfil their career aspirations. A core activity of the Service is connecting students with employers.

The Student Employer Global Engagement Officer will increase DCU's graduate employer engagement across all sectors nationally and internationally to provide students (including final years, postgraduate, international and PhD) and recent graduates access to employment and employability opportunities. The successful individual will contribute to the broader DCU strategic objective of building engagements and partnerships locally, nationally and internationally, and have responsibility for the planning and delivery of DCU Careers employer engagement in the Ireland and Internationally ensuring the development of events and services for employers to promote their opportunities to DCU students and recent alumni.

## **Duties and Responsibilities**

Please refer to the job description for a list of duties and responsibilities associated with this role.

## **Minimum Internal Service Criteria**

Please note that [internal service criteria](#) will apply

## **Essential Criteria**

Candidates must possess:

- A primary degree and relevant qualifications and/or professional experience/membership of professional bodies.
- 3+ years' experience in employer engagement or client relationship role or business development role working directly with businesses large or small.
- Proven experience of proactively developing services and/or processes to improve the design and delivery of stakeholder engagement.
- Evidence of project management skills.
- Experience of evaluating services to demonstrate impact, and of making the associated business case.
- Evidence of IT, organisation and time management skills.
- Evidence of excellent communication skills (oral and written)

## **Desirable Criteria**

- A relevant post graduate qualification
- Previous experience of working in talent acquisition or recruitment or employer engagement or working in a client relationship role in Higher Education.
- Experience of developing account management systems to manage stakeholder relationships.

Please note staff must have successfully completed their probationary period

## **Essential Training**

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

## **Salary Scale:**

Professional 5 (P5) - €52,198- €62,889

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

**Closing date:** Friday 27<sup>th</sup> January 2023

**For more information on DCU and benefits, please visit** [Why work at DCU?](#)

**Informal Enquiries in relation to this role should be directed to:**

Ms. Yvonne McLoughlin, Head of Careers Service, Dublin City University.

Phone + 353 (0)1 7006282 Email: [yvonne.mcloughlin@dcu.ie](mailto:yvonne.mcloughlin@dcu.ie)

Please do not send applications to this email address, instead apply as described below.

**Application Procedure:**

Application forms are available from the DCU Current Vacancies website at [https://www.dcu.ie/hr/hr-current-vacancies-internal-competitions?check\\_logged\\_in=1](https://www.dcu.ie/hr/hr-current-vacancies-internal-competitions?check_logged_in=1)

Applications should be submitted by e-mail with your completed application form to [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

**Please clearly state the role that you are applying for in your application and email subject line:**  
**Job Ref #BC220712 Student Employer Global Engagement Officer**

*Dublin City University is an equal opportunities employer.*

*In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.*

*The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)*