

Best Practices for Recruiting at Howard University

Visibility and Targeted Relationship Management is Key

Howard students are exposed to many excellent organizations throughout the year. Many of our employer partners assertively pursue and have established an ongoing relationship with students, faculty and staff through direct and personal participation in career development activities on campus.

Some Best Practices We Recommend:

- Establish a well-coordinated internal effort with all participating recruiters and corporate units within your organization. We recommend having one primary contact person who is aware of all of your corporate efforts at Howard University.
- Conduct meetings with all key Howard stakeholders to review partnership strategies, and expectations.
- Sign up to brand your organization on campus through participation in Employer Sponsorship Program.
- Sponsor (outside of Employer Sponsorship Program) individual career development initiatives, activities, and job search tools. All sponsored efforts are clearly identified to recognize your support.
- Participate in career fairs, career week activities, networking receptions, and relevant campus activities.
- Provide posters advertising positions and activities sponsored by your organization on campus. Advertise your career and internship opportunities through our office and our partnership with NACELink/Symplicity (BisonCareerLink).
- Establish a designated student liaison with targeted student organizations.
- Invite students to your corporate offices for an orientation of your organization, dialogue with current staff.
- Facilitate career and professional development training to increase visibility and develop relationships with targeted student populations.
- Send an informational binder outlining career opportunities in your organization. We will house this binder in our Career Resources Library for student review.
- Sponsor student participation at conferences and other professional development events of their interest.
- Invite targeted student organizations to participate in "experiential projects" to review and provide solutions to "real" organizational issues.
- Link/advertise your organization to our Bison Careers Online Website. Call the Office of Career Services for more information - (202) 806.7513 or email us at careerservices@howard.edu.
- Write career development articles for our Bison Career Online or send us video clips sharing tips on how to prepare for a career with your company.
- Sponsor day trips, and shadowing activities that allow interested students to experience a day in the life of an employee of your company/organization.
- Participate in our new campus-wide Adopt-A-Team Program. For information, contact Mrs. Mounirah Khadar, Assistant Director of Employer Relations at 202-806-7514 or via email at mounirah.khadar@howard.edu.

We hope that this list will give you some ideas on strategies to develop your partnership with our office. If you have any questions or would like to discuss partnership strategies for your organization email us at careerservices@howard.edu.