



## NALSAR UNIVERSITY OF LAW, HYDERABAD

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### ADVERTISEMENT FOR THE POST OF DIRECTOR - ALUMNI RELATIONS & INTERNATIONALISATION

NALSAR University of Law, Hyderabad, is one of India's premier legal institutions, renowned for its academic excellence, research contributions, and vibrant student community. With an illustrious alumni base across the globe, NALSAR is committed to nurturing a lasting relationship with its former students.

To further this commitment, applications are invited for the position of '**Director - Alumni Relations & Internationalisation**' to lead the university's alumni engagement efforts while also developing and implementing the University's internationalisation strategy.

#### Role Summary

The Director - Alumni Relations & Internationalisation will be responsible for planning, coordinating, and executing initiatives that build meaningful and sustainable connections between the university and its alumni. This role involves extensive communication, event coordination, data management, and strategic outreach to enhance alumni involvement at NALSAR. This office will also focus upon International Affairs of the university and help foster relationships with our global partners.

#### Responsibilities:

- This is a leadership role and it is expected that the successful applicant can undertake the following work with a significant degree of independence.
- Develop and implement alumni engagement strategies, communications, and events.
- Serve as a liaison between the alumni community and academic and administrative departments in the University. Collaborate with departments to encourage alumni participation in mentorship, internships, and other initiatives.
- Strategize and coordinate alumni events such as reunions, networking sessions, guest lectures, etc.
- Develop strategies and ideas to keep the alumni updated about developments in the University along with enhancing social media strategies for alumni engagement. Develop and implement strategies towards alumni giving (financially and otherwise).
- Develop forums for alumni-University interactions towards deepening engagement. For example, for structural feedback on syllabus revision and any other contribution for the development of the University.
- Develop, maintain and update the alumni database and ensure data accuracy and security.
- Assist in developing and managing international academic partnerships and MoUs.
- Liaise with embassies, universities, and international organisations for collaborative opportunities.
- Serve as a focal point of contact for our current and prospective international students and academic partners.
- Ensure the exchange programmes on offer by NALSAR and their respective counterpart universities are streamlined and develop further relations with more institutions across the world.

**Number of Posts: 1 (One)****Essential Criteria:**

- Master's degree or above.
- Minimum 10 years of relevant and demonstrable experience in student / alumni relations, international affairs, or academic administration or experience of working in a similar role.
- Experience in event planning, stakeholder engagement, and cross-cultural communication.
- Demonstrable knowledge and interest in the higher education sector.

**Remuneration:**

Salary will commensurate with relevant experience and qualifications.

**Last Date to Apply: October 5, 2025****Selection Process**

1. **Stage 1:** Applicants will be required to submit an online application form and requisite documents. After review, shortlisted candidates will be notified for an interview.
2. **Stage 2:** An interview that can also involve task-based assignments.

Interested candidates are requested to fill this [Google Form](#) by **October 5, 2025**. Incomplete applications will not be considered. All application materials will be checked for the use of generative AI as per the University's policy. Any use of AI will lead to disqualification.

**Registrar (I/c)**