



## **Director of International BBA**

HEADway People, is a leading direct sourcing specialist recruiting exclusively for the higher education, research and training sectors.

EDHEC Business School, international, triple accredited management school based in France has engaged our services for the recruitment of an outstanding individual for the position of:

### **Director of the International BBA Program**

Under the direction of the Associate Dean for Undergraduate Studies, the International BBA Program Director will have the following missions:

- Lead and develop the International BBA Track;
- Direct the academic content and program delivery;
- Work with the BBA Program Directors in charge of other Tracks;
- Direct the dedicated International BBA administrative team;
- Work with the BBA Marketing, Business Development and Admissions Managers to participate in marketing and admissions of the BBA program;
- Lead, manage and develop agreements with partner universities for the Track.

The Program Director, within the dedicated International BBA team, should embody the program for all stakeholders – students, faculty, staff, companies and corporate partners and alumni.

#### **Academic role :**

- Define the structure and content of the International Track to ensure connection between academic research and industry practice and to comply with accreditation needs (French Ministry of Education, AACSB, EQUIS, syllabi, Assurance of Learning, ...);
- Annually review and revise program based on current research, needs of market, business trends, student feedback, and strategic direction of BBA Program and of the International Track;
- Drive improvement and innovation in content and student experience in order to enhance program outcomes, student employability, performance in rankings and accreditations,
- Take responsibility for quality control to ensure quality delivery of program in conjunction with faculty;
- Ensure quality of candidates, working with the marketing, business development and admissions teams to refine recruitment strategies;
- Ensure quality of international partnerships for the Track and delivery of these to the required standards; coordination with International Relations team.

#### **Management and Administrative role :**

- Manage the International BBA Track administrative team;
- Manage the teaching activities of professors involved in the Track;
- Manage relations with the HUB team for operations;
- Manage students of the International BBA Track; overall responsibility for ensuring their fulfilment of School Policies, and responsibility for student support;
- Work with Employment Engagement Team (BBA Career Centre and Corporate Relations) to increase quantity and quality of post-BBA placement and to engage corporations in program;
- Ensure respect of policies and procedures of program and wider institution;
- Prepare and organize end of year Jury for the International Track;
- Ensure running of student representative meetings for the Track, and participation in various internal meetings: BBA Management Committee, Teaching Committee, etc.;
- Represent and promote interests of the International BBA in School Committees;
- Represent and promote the International BBA externally in interactions with key external stakeholders (International Advisory Board, accreditation agencies, ...);
- Play a key leadership role in Welcome Days/ Opening Ceremonies at the beginning of the Academic Year, as well as at Parents' Days;
- Manage the budgetary aspects of this International Track.

#### **Person specifications**

#### **Previous experience and essential qualifications:**

- PhD or other doctoral degree preferably obtained from an EQUIS and/or AACSB accredited institution;
- Fluency in English and French;
- Proven experience in effectively leading and managing Undergraduate or Masters programs,
- International profile with multicultural experience;
- University level teaching in a business or management discipline;
- Ability to initiate and drive strategic change;
- Ability to engage academic staff in development of program;
- Ability to establish collaborative and constructive working relationships across spectrum of professional support staff.

#### **Desirable qualifications:**

- Established track record of high-quality research;
- Successful experience of business and management practice;
- Experience of working in Business;
- Understanding of European/French culture.

#### **Desirable personal qualities**

- Excellent interpersonal and communication skills;
- Financial and budgeting skills;
- Strategic sense and ability to decline this strategy;
- Qualities and proven managerial skills;
- Qualities of relationship and negotiation to be able to mobilize and animate a network of multidisciplinary actors, both in France and abroad;
- Spirit of initiative with a certain creativity, to launch new actions and develop the program;
- Culture of service, customer experience, commitment and satisfaction;
- Team spirit, ability to build collective around shared issues;
- Creating and inspiring trust, charisma.

#### **4/ The position**

The position will be based in the Nice campus, requiring travel in France and internationally.

Conditions and remuneration package in line with the successful candidate's profile and experience.

Full-time management contract, with a 4-month probationary period. The new Programme Director will be expected to take up their appointment as soon as possible.

#### **5/ Recruitment process:**

Please email your application to: [s.obarowski@headway-advisory.com](mailto:s.obarowski@headway-advisory.com)

Following a series of interviews with **HEADway** recruitment consultants, shortlisted candidates will be invited to attend further interviews with the school's senior management team.

<b>Ref</b>	DIBBA
<b>Date de dépôt</b>	06-05-2019
<b>Date de prise de poste</b>	26-08-2019
<b>Catégorie</b>	Academic functions
<b>Statut</b>	Fermé
<b>Contrat</b>	CDI
<b>Localisation</b>	Nice



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