Overview of Role

This is a key leadership role within DCU Business School and the successful candidate will be expected to lead both the development of executive education and the School’s internationalisation strategy. The aim is to assist DCUBS to grow by coordinating, developing and internationalising its corporate and academic relationships and partnerships across its Executive and International Education portfolio in order to increase and diversify its commercial revenue streams.

The Director of Executive and International Education reports to the Dean of DCUBS and is a member of the School's Management Board.

Experience and Qualifications

- A proven track record in managing a business/business unit.
- Excellent leadership skills with experience of managing staff successfully.
- Excellent interpersonal and communication skills with the ability to manage relationships between business, research, consulting and education.
- Experience of working in executive education and of managing client expectations.
- Ability to market and sell executive education products and services to senior executives.
- Experience of working in an academic environment.
- Ability to represent DCUB both nationally and internationally.
- High level academic qualifications, preferably MBA and PhD.

Key Duties and Responsibilities

- Develop and agree with the Dean and Management Board of DCUBS a new strategy for the Centre for Executive and International Education (CEIE) that will encompass both national and international activities.
- Implement this strategy according to agreed timelines and metrics.
• Develop a financial plan with annual growth targets that will ensure CEIP’s profitability and its ability to contribute to DCUBS revenue stream. Prepare monthly management accounts for the Dean.
• Develop a marketing plan for executive and international education.
• Building on current activities in the Middle East, identify key areas for the delivery of transnational programmes via CEIP and develop a planned rollout.
• Coordinate and rationalise DCUBS internationalisation strategy in line with the move to AACSB accreditation.
• Grow non-EU student numbers.
• Build a portfolio of part-time faculty who meet AACSB ‘AQ’ criteria.
• In consultation with the Dean, motivate and develop CEIE staff.
• Act as overall DCUBS liaison with the DCU Ryan Academy
• Work effectively with DCUBS administration and DCUBS academics to enhance the profile of CEIP.
• Maintain strong working relationships with faculty network and assist in supervising the development of all elements of content and delivery provision for executive and international programmes.

Additional duties may be assigned at the discretion of the Dean to meet business objectives. This job description is not intended to be all inclusive.

Salary: Commensurate with experience and qualifications

Closing date: Friday 1st August 2014

Interviews for this position will take place during the week beginning August 25th 2014.

Application forms are available at: http://www4.dcu.ie/hr/vacancies/index.shtml and from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 1 700 5149; Fax: +353 1 700 5500 Email: hr.applications@dcu.ie

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