

Job Posting

Director of the Syracuse University Abroad Strasbourg Center



Syracuse University is seeking a dynamic, experienced, innovative leader to direct the University's prestigious and storied Strasbourg, France Center. The Director will oversee all aspects of the study abroad center, including: providing academic leadership on curricular development, academic integrity and faculty support; overseeing experiential and intercultural learning opportunities and program innovation; managing all center operations (budget, human resources, facilities, student services and support, risk management and legal compliance); and representing and promoting Syracuse Abroad and Syracuse Strasbourg's high impact, student learning-focused, excellence in education abroad. Reporting to the Assistant Provost and Executive Director of Syracuse Abroad, the Strasbourg Director will serve on the Syracuse Abroad leadership team and be responsible for developing and implementing the strategic direction of the Strasbourg center in line with local opportunities and the vision and resources of Syracuse University Abroad.

The Syracuse Strasbourg Center

Established in 1974, Syracuse Strasbourg is one of Syracuse University's four principal European centers, with the other located in Florence, London, and Madrid. The Center is located in a beautiful early-20th century villa, which looks out onto the river Ill. It contains staff offices,

classrooms, a library, a computer room, and a small garden. Syracuse University owns the property which enables it to invest in state-of-the-art classroom and other facilities.

The location lends itself to international, comparative, and interdisciplinary learning. The city of Strasbourg is not only the symbol of Franco-German reconciliation (you can take the local tram right over the Rhine into Kehl), but also a key player in the construction of post-war Europe. The presence of important institutions - the European Court of Human Rights, the Council of Europe, and the EU Parliament - makes the city a dynamic and cosmopolitan hub of activity. It also has an extraordinarily rich cultural and artistic tradition, with a symphony orchestra, opera company, numerous theaters and museums, and one of France's most awe-inspiring cathedrals.

Strasbourg is also famous for its many institutions of higher learning, which attract more than 50,000 students from France and abroad each year; and the flagship Université de Strasbourg boasts the presence of several Nobel-prize winners on its faculty.

The academic program of the Syracuse Center takes full advantage of Strasbourg's unique political role in Europe. The program emphasizes questions that concern not only France, but have wider European and global implications: human rights, religious conflicts, immigration issues, international journalism, scientific controversies, etc. Other courses concentrate more closely on French language, literature, history, and art. Many of the Center's adjunct faculty work at the local European institutions or teach at the Université de Strasbourg.

Thanks to agreements with several local institutions of higher learning (the Université de Strasbourg, Sciences-Po Strasbourg, and the Institut National des Sciences Appliquées), Syracuse students are also able to take select courses at our partner institutions. These partnerships are key to supporting several of Syracuse's more specialized programs, including a fall-semester Engineering program.

The Center Director's Responsibilities

Academic leadership

- In collaboration with Syracuse Abroad Director of Academic Affairs, develop and manage curriculum development across disciplines/programs, oversee student academic success, assess programming, and ensure compliance with Syracuse University academic standards and policies.
- Work with Syracuse Abroad's staff, Syracuse University faculty and colleagues at partner institutions to design, develop and implement pre-semester seminars, customized, short-term and summer programs, etc.
- Develop and oversee co- and extra-curricular programming including orientation, internships, study tours, etc. with intercultural learning and Syracuse University standards in mind.

- Integrate diversity, equity and inclusion into curriculum and programming.
- Teach one class per semester.
- Develop and maintain collaborative partnerships with local universities and other institutions (the University of Strasbourg, Science Po Strasbourg, the Council of Europe and others) to maximize student learning, university relationships and faculty support.

Strategic Planning & Innovative Program Development

- Participate in strategic planning and review processes for the Strasbourg Center and programs, in line with Syracuse Abroad's overarching strategic vision.
- Collaborate with Syracuse Abroad main campus and overseas leadership to develop and implement a variety of program initiatives.
- Oversee and implement intercultural and experiential learning opportunities, including the internship program; expand and nurture relationships with partners essential to success in these areas.

Manage Center Operations

- Oversee all financial matters, including managing budgetary planning and operating expenses in compliance with local statutory requirements (payroll, taxation) and Syracuse Abroad Business Office policies.
- Human resources management: in collaboration with Syracuse Abroad, lead hiring and salary negotiations with Strasbourg staff and faculty; ensure application of French laws and regulations concerning contracts, salaries, insurance, service provider payments, etc.; manage and support four full-time staff (Assistant Director, Assistant to the Director, Housing/Internship Coordinator, and Student Services Coordinator), including training and professional development.
- Facilities: Supervise the upkeep and improvement of the Center's building, staff offices and classroom facilities in collaboration with the Syracuse Abroad Director of Global Operations.
- Risk management and safety/security compliance: in consultation with the Syracuse Abroad Global Safety and Support, develop and maintain local policies and practices that support a safe and healthy student experience. Provide overall supervision of risk management issues, including mass/individual emergency response and risk reduction strategies for center operations; implement best practices in the areas of health/safety/wellness for students and staff, including field trips, events and student housing. Maintain current knowledge of known and emerging risks locally, regionally, and nationally.

- Supervise plans for all program travel for students and participate in certain study tours and all-school trips.
- Legal compliance: In coordination with Syracuse Abroad Global Operations, ensure compliance with local laws, taxation, property regulations, information security and data privacy, and any other legal policies and procedures as they affect the program. Keep Global Operations leadership informed of changes in local legislation and national regulations as they pertain to the program.
- Maintain and develop good relations with local partner institutions; review and renew cooperation agreements (MOUs), housing contracts; recommend new partnerships to Syracuse Abroad leadership; oversee student exchanges.
- Act as primary liaison and partner with Syracuse University Abroad US campus colleagues in academic affairs, admissions, recruiting, program management (budget, operations), student services and support.

Representation and Promotion

- Work closely with Syracuse Abroad leadership, Communications/Marketing, Institutional Relations and Campus outreach teams to brand, promote and publicize the program, consistent with Syracuse University brand and marketing guidelines.
- Represent the Syracuse Center to local organizations in Strasbourg and to the Association of American University Programs in France (APUAF)
- Participate in relevant international education organizations, conferences, and events as representative of Syracuse University Abroad.

To Apply

Interested applicants should submit their CV and cover letter to the hiring committee by emailing **Syracuse University Abroad Opportunities** at SUAOpps1@syr.edu. Applications will be reviewed until the position is filled. Initial screening will begin March 15th. Preferred start date is early August 2022.

Required Qualifications

- Ph.D. or equivalent
- Native or near-native fluency in French and English
- At least 8 years of work experience within study abroad, international educational exchange or equivalent higher education program
- Demonstrated management experience, ideally within the study abroad sector, with increasing levels of responsibility
- University teaching experience with diverse student populations

- A strong understanding of both American and French systems of higher education administrative, academic and cultural practices (including learning objectives and outcomes, grading, academic assessment, etc.)
- Excellent managerial, communication and organizational skills in a cross-cultural environment; ability to work cooperatively with administrators, faculty, students and staff globally
- Superior written and verbal communication skills, ability to communicate effectively with students, authorities, stakeholders and partners internationally
- Proven ability to manage people and projects effectively while managing competing priorities; ability to lead a team through complexities and challenges of a constantly changing environment.
- *All applications must have permission to work in France at the time of application, either EU nationality or Carte de Résident. This position is based full-time in Strasbourg, France.*

Preferred Attributes

- Experience living, working, studying in France, including professional interactions with local and international governmental, NGO and business organizations
- Experience working with American students traveling abroad
- Prior experience in managing crises and supporting student health/safety
- Proven record of leadership and innovation in International Education

About the Division - Syracuse University Abroad

Syracuse University is nationally recognized for its premier, high quality, innovative education abroad programming, and is currently ranked #10 for Best Study Abroad Programs by U.S. News & WR and #7 in the Institute of International Education (IIE) Open Doors for student participation on mid-length (i.e. semester/quarter) study abroad programs, and top 20 overall. We operate five study abroad centers around the world - currently located in the EU, the UK and South America, with several centers running for 50 years or longer. Our centers abroad are supported by 30 staff in our Syracuse office working in areas of budget/finance, academics, marketing, admissions, student services, institutional relations, and administration, as well as wider campus partners and resources. There are hundreds more faculty and staff at our centers abroad.

[More about Syracuse Abroad](#)