Invites applications for the following position(s):

COMPETITION NUMBER: 647

Administrative and Professional Staff (APSA)
Continuing Position
EXECUTIVE DIRECTOR, EXECUTIVE EDUCATION PROGRAMS, GRADE 14
BEEDIE SCHOOL OF BUSINESS – EXECUTIVE EDUCATION PROGRAMS
POSITION NUMBER: 120291

POSITION OUTLINE:
The Executive Director reports to the Dean, Beedie School of Business, and is accountable for the initiation, design, development, coordination, administration, marketing and evaluation of customized and open credit, as well as credit, corporate, and management/executive development programs, learning solutions, and consultative and related services. The Executive Director is expected to work in close consultation with the appropriate Associate Deans or their designates, on any credit program offerings developed by the Executive Education Program. The Executive Director is responsible for meeting the financial goals of the programs and for managing Executive Education Program staff. The Executive Director devises creative and innovative learning solutions and recommends policy to the Dean, Associate Deans, and others in the University administration. In addition, the Executive Director may be asked to take on other special projects within the Beedie School of Business. The Executive Director may be assigned other responsibilities which would involve serving on committees; conducting research leading to policy development or new programs for Simon Fraser University; serving on University committees and/or departmental committees; or serving on community or business advisory committees.

Please note: This position is located at the Segal School of Business, 500 Granville Street, Vancouver, BC.

QUALIFICATIONS:
- Master's Degree in Business Administration or related discipline with ten years of related experience, including five years of experience in strategic planning and development in the creation and implementation of learning solutions and educational programs, senior management and/or leadership experience, or an equivalent combination of education and experience.
- Excellent knowledge of the corporate community and an ability to establish strong relationships with key contacts within this community.
- Excellent knowledge of concepts and practices promoting effective teaching and learning activities.
- Excellent client relationship management skills including university-to-business and/or business-to-business clients.
- Excellent strategic planning skills.
- Excellent leadership, financial management, and interpersonal skills.
- Excellent communication (verbal, written, and presentation) skills.
- Excellent supervisory skills with the ability to motivate teams.
- Ability to collaborate with others to achieve the integration of executive education and engagement initiatives, programs, and services.
- Ability to operationalize post-secondary executive educational initiatives in a competitive global environment.
- Ability to lead the design and revision of curricula to maintain relevancy and meet changing needs of clients.
- Ability to provide leadership in credit and non-credit programs’ assessment strategies.
- Ability to create mutually beneficial partnerships and develop new revenue streams.
- Ability to work independently within a team environment, to multi-task, and meet multiple deadlines.
- Ability to form partnerships across a wide spectrum of industry sectors.
- Ability to travel within and outside of Canada.

SALARY RANGE: $92,498 to $110,457 per annum

START DATE: ASAP

For complete profile information and to apply through Davies Park Executive Search, please go to:

The University is committed to the principle of equity in employment
A more detailed job description may be obtained at www.sfu.ca/jobpostings