**Job Title: Director, International**

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| **Faculty/Department:** Inclusive Communities | **Employee Group:** Administrative |
| **Campus:** HMC (May be assigned activity at any Sheridan campus) | **Payband: NN** |
| **Reference #: 19/A/98** |  |
| **Application Deadline: Open until Filled** | ***Salary Range:*** *$109,010.00 - $136,263.00* |
| **Application Details:** | |

Reporting to the Vice President, Inclusive Communities, the Director,***Centre for Global Education and Internationalization-CGE*** has two main functions***;***

1. **Leads holistic internationalization across Sheridan**

By working collaboratively to integrate international, intercultural and global dimensions into the curriculum and all aspects of Sheridan campuses, the Director leads Sheridan in developig and implementing an Internationalization Strategy that is interwoven with priciples of indigenization and inclusiveness.

1. **Study Abroad, Partnership Development and Management**

Serves as the Designated School Official (DSO) for all international communication and engagement. In this capacity the incumbent works cooperatively with Academic leadership across all faculties (Provost, Deans and Associate Deans) and coordinates key programs that involve faculty and students in International experiences related to their academic programs.

**Specific Responsibilities**

* Collaboratively leads the development and implmentaiton of a Internatinalization Strategythat is interwoven with priciples of indigenization and inclusiveness.
* Formulates detailed plans to achieve project deliverables, based on approved proposal; and facilitates overall integration and movement forward.
* Engages senior leadership. Fosters a culture of collegial teamwork and an environment that promotes and respects diversity.
* Liaises extensively with Faculties, departments, various Sheridan-wide committees; and with other post-secondary institutions, and external organizations.
* Fosters holistic internationalization by incorporating the international, intercultural and global dimensions into all aspects of Sheridan’s life.
* Provides community programs that raise awareness about issues of social justice domestically and abroad.
* Promotes systemic change toward an intercultural perspective across the institution and fosters community-building and collaboration among diverse groups both within and around the local communities.
* Support faculty integrate intercultural practices into curriculum, promotes intercultural understanding, and provides training in support of global engagement at Sheridan in order to enrich the academic learning environment and support effective learning abroad.
* Maintains and where appropriate increase Sheridan’s international partnerships.
* Provides subject matter expertise/best practices/research to Sheridan leaders to support relevant initatives.
* Builds collegial relationships and partnerships with internal stakeholders to understand their needs and priorities and advance the Internationalization Strategy
* Forms, leads and/or participates on cross-college committees and working groups. Initiates or actively participates in related collaborative activities.
* Provides leadership, direction and guidance to managers and their teams who are responsible for all matters related to international students and partnerships including: student recruitment, admission, advising and success programs customized to international student needs.

**Qualifications**

* Must possess a Master’s degree in International Business, international Development, Education or Business.
* 9-years of relevant demonstrated experience and senior level leadership experience in academic programming with demonstrated management and leadership experience in a post-secondary setting. (or an equivalent combination of relevant education and experience).
* Must be adept at seeing both the big picture and the detailed ways in which processes interact (strategic mindset) and have an aptitude for understanding complex issues and the ability to simplify them for diverse audiences.
* Able to mobilize action and engage others (results orientation).
* Integrated planning experience and holding a second language are considered an asset.
* Ability to advocate for global citizenship and engagement.
* Experience in achieving collaborative results in a multi-stakeholder environment
* Creative problem solving capabilities; Excellent judgment; ability to present effective alternatives for action; able to make difficult decisions.
* Negotiating, consensus building and conflict resolution skill
* Excellent communication (verbal, written) skills.
* Ability to build trust and confidence at all levels.
* Diplomacy, discretion and tact.

*Sheridan welcomes diversity in the workplace and encourages applications from all qualified individuals, including visible minorities, Indigenous People, and persons with disabilities. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), Sheridan is committed to accommodating applicants with disabilities throughout the hiring process.  At any stage of the hiring process, Human Resources will work with applicants requesting accommodation.*

*Note: Copies of educational credentials are requested at the time of an interview. As a condition of employment, Sheridan requires confirmation of educational credentials in the form of an official Canadian transcript or an official evaluation of international credentials which determines Canadian equivalency.*

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