

Associate Vice Provost for International Programs
University of Kansas
Position Description

Overview:

Founded in 1865, the University of Kansas (KU) is both a Carnegie doctoral/research-extensive university and a member of the Association of American Universities. KU has 23 graduate programs ranked 25th or higher at public universities by *U.S. News & World Report*, with two ranked first in the nation. The university enrolls 29,000 students, including 2,400 at the KU School of Medicine in Kansas City, and employs a 2,300-member faculty.

International Programs is located on the main campus of the University of Kansas in Lawrence, a thriving community of nearly 80,000 in northeast Kansas, about 35 miles west of Kansas City and 25 miles east of Topeka, the state capital. Located in the Kansas City area are the Edwards Campus, which serves professionals in the region with a growing number of undergraduate and graduate/professional degree offerings, and the Medical Center, providing health-related degree programs and services. KU is the largest of six public universities governed by the Kansas Board of Regents. The University of Kansas has one of the oldest and largest endowments among public institutions, with current assets of over \$1 billion.

International Programs serves as a conduit and catalyst for achieving the University's international mission. IP facilitates the complex task of preparing individuals within and outside KU to live, learn and work in a global society. International Programs at the University of Kansas is a key player in the teaching, research and service mission of the University. KU had the largest number of faculty Fulbright Scholars in the nation in 2002-2003. Since 1951, more than 291 KU students received Fulbright grants to study abroad. KU has hosted short-term, pre-academic programs for international Fulbright students, for Junior Faculty Development Program scholars, and for students from overseas partner institutions on numerous occasions. KU received the Paul Simon Award for Campus Internationalization in 2005; the Global Awareness Program for undergraduates received the 2007 National Association of Student Personnel Administrators Award for Best Practices in International Programming.

Responsibilities:

The office of the Associate Vice Provost for International Programs is located on the Lawrence Campus. The AVP for IP reports to the Senior Vice Provost for Academic Affairs and works closely with the deans, directors and academic departments in the development and implementation of the university's policies and programs in order to achieve KU's international objectives.

The Associate Vice Provost for International Programs is the University's senior international affairs officer and is responsible for providing institution-wide leadership in and support for university internationalization. The Associate Vice Provost directs the

International Programs office which is currently staffed with six professional administrators and four support staff. It houses such programs as the Global Awareness Program, Global Partners, and the Phi Beta Delta honorary society. It coordinates all aspects of the Fulbright program and facilitates all institutional partnerships with foreign universities and organizations. The office provides a wide range of services to visiting international scholars and permanent residency assistance to KU faculty and researchers in permanent positions. The office administers the new International House which offers accommodations for visiting international scholars and meeting space for events and lectures. International Programs sponsors and collaborates with other offices and departments in holding workshops and seminars with an international focus throughout the academic year.

The Associate Vice Provost has the supervisory responsibility for the Office of Study Abroad (OSA), International Student and Scholar Services (ISSS) and the Applied English Center (AEC). KU has one of the oldest, continuous study abroad programs in the U.S. KU ranks 8th among public research universities in study abroad participation. Twenty-six percent of all undergraduates study overseas before they graduate from KU. KU maintains over 100 study abroad programs. ISSS provides documentary, advising, orientation, and programming support for international students as well as for visiting scholars and non-U.S. employees. KU has a long tradition of international education, having enrolled students from abroad since 1898. Currently the University hosts approximately 1,650 international students from 110 countries. The top five sending countries at this time are China, India, Korea, Saudi Arabia, and Japan. Fifty-five percent of KU's international students are pursuing graduate degrees. The Applied English Center (AEC) at the University of Kansas has offered English language classes (ESL) to students and scholars from all parts of the world since 1964. The AEC serves approximately 300 students from over 40 countries every semester in its regular courses, offers a number of special short programs, and runs the Graduate Student Support Program.

Required Qualifications:

- Ph.D. or appropriate terminal degree, preferably in a field related to international studies;
- Minimum of 5 years senior administrative experience in international programs; including managing budgets, staff supervision and development, and strategic planning;
- Demonstrated experience working with a diverse faculty and staff in a wide range of disciplines to create and implement innovative programs to enhance international education and experience;
- Experience maintaining and expanding positive relationships with internal and external constituents at the campus, local, state, national and international levels;
- Demonstrated understanding of current issues in international education, such as student and scholar visa issues, dual and joint degree programs, English proficiency requirements, campus-wide international programs, exchanges and partnerships, curriculum integration, and study abroad innovations;

- Contributions to the field of international study through research, publication, conference presentations and/or service to the profession;
- Demonstrated commitment to global dimensions of higher education;
- Excellent written and oral communication skills;
- Demonstrated ability to work collegially with others including administrators, faculty, staff and students;
- Understanding of, and appreciation for, diversity and differences among various cultures;
- Strong leadership skills.

Preferred:

- Successful experience obtaining and administering federal, state and foundation grants;
- Demonstrated experience enhancing teaching and scholarship opportunities through innovative faculty, campus, and student support programs;
- Successful experience in cultivating donors, both international and domestic;
- Proficiency in a foreign language;
- Experience working in a research-extensive public university.

Application information:

Review of applications will begin on November 26, 2007 and will continue until a selection is made. Applications must include curriculum vita, a statement of interest addressing the position qualifications, and the names, addresses, and telephone numbers of three references who may be contacted. No further reference checks will be made without approval of the applicant. Materials should be submitted electronically to Paul D'Anieri, Chair of the Search Committee, c/o Emily Eichler, Office of the Provost at emilyjoy@ku.edu. To learn more about the University of Kansas see www.ku.edu. To learn more about international programs at the University of Kansas see <http://www.international.ku.edu/>. The University of Kansas is an Equal Opportunity/Affirmative Action Employer. The University encourages applications from underrepresented group members. Federal and state legislation prohibits discrimination on the basis of race, religion, color, national origin, ancestry, sex, age, disability, and veteran status. In addition, University policies prohibit discrimination on the basis of sexual orientation, marital status, and parental status. To learn more about diversity at KU see www.diversity.ku.edu.