

## Associate Vice-President (International) Position Description

---

The Associate Vice-President (International) reports to the Provost and Vice-President (Academic) and leads the identification of strategic University priorities that support and enable continued growth in global and international educational outcomes in alignment with University strategic priorities. In collaboration with relevant stakeholders, the AVP (International) liaises with universities, colleges, domestic and foreign governments on international initiatives, partnerships, alliances, and agreements.

This position works closely with the Provost and Deans to develop and assess effectiveness of programming currently offered in relation to international market trends, international student services, international programming, student mobility, and study abroad opportunities. The successful candidate will have experience in advancing diversity, equity and inclusion in international student recruitment. The AVP (International) will also increase University outreach and brand into new countries and regions.

### Specific Accountabilities:

- Formulates strategies to develop, coordinate and support new international initiatives and sustainable international outcomes for the University.
- Evolves and refreshes international program offerings as political, economic, and cultural challenges and opportunities emerge and change.
- Facilitates the expansion of programs into areas proven to be of interest to attract international students.
- Provides advice and analysis of issues impacting the University's achievement of its international goals to the President, Provost, the University Executive Team, and other senior leaders at the University.
- Works closely with the Deans, Faculties and relevant stakeholders to ensure appropriate program content, program delivery, maintenance of academic standards and academic support while also ensuring a positive student experience.
- Ensures the achievement of University established goals and objectives for enrolment of international students by working in collaboration with the Deans, Provost, Vice-President (Administration) and other key stakeholders of the University.
- Works collaboratively to align processes and practices and provides timely and detailed advice to the Deans, Vice Presidents, and the President on the accuracy and legality of specific memoranda/agreements prior to formal signing.
- Works collaboratively with the University community to oversee and facilitate the development and operation of structures, programs, and policies that promote diversity and enhance student life and wellness.
- Works with government, associations and other Canadian Universities to promote the University of Regina's international expertise to recruit international students and secure opportunities for students to study abroad.
- Manages all international student support services and collaborates effectively with the University community to facilitate successful integration and transition of international students to the University and community.
- Ensures that expertise and experience from front line staff informs and shapes program strategy.

- Continues to streamline the conversion pathway and enhance communication for international students from the moment of application to the point of graduation.

**Requirements (describe what an incumbent is expected to bring to this position, including typical education, knowledge gained through experience or key competencies):**

- A Masters or Ph.D. in a related field, along with demonstrated experience in an academic environment.
- Strong intercultural and interpersonal communications skills and well-developed relationship management skills.
- Outstanding leadership experience in international education combined with a minimum of 5 years of administrative experience in higher education.
- Working knowledge of current and changing global socio-political-economic influences, cultural diversity, and intercultural communication knowledge and protocols.
- Demonstrated experience with international education areas such as international student markets, recruitment, agent / educational consultants and exchange agreements.
- Planning, budgeting, financial management and revenue generation experience are required.
- Familiarity with Canadian Immigration and national/ provincial policies related to international students in higher education.
- Supervisory, managerial and budgetary experience in a unionized environment.
- Significant experience working with international students.
- Demonstrated success in international educational marketing.
- Demonstrated commitment to fostering student engagement within the University community.
- Well-developed language and communication skills, with demonstrated second-language fluency considered an asset.
- Strong collaborative skills.
- Ability to lead and effectively manage an evolving and dynamic work environment.

Applications should include a letter of interest, a curriculum vitae, and the names of three references (who will not be contacted without consent of the applicant) prior to the closing date of October 7, 2022.

More information on how to apply for this opportunity can be found here:

<https://www.uregina.ca/hr/careers/application-faqs/index.html>

**Diversity Statement**

The University of Regina is committed to an equitable and inclusive workplace that reflects the richness of the community that we serve. The University encourages applications from all individuals, including individuals within the University's employment equity categories of women, persons with disabilities, members of visible minorities/racialized groups, Indigenous people, individuals of diverse gender and sexual orientation and all groups protected by the Human Right Code.