

Position Announcement – Director of Executive MBA Program

Georgia State University, one of the world's leading academic institutions and nationally recognized for its innovation in student success, invites nominations and applications for the position of Director of our Executive MBA Program at the Robinson College of Business. Robinson's Executive MBA has consistently been rated as one of the top-ranked EMBA programs in the region (ranking as the #1 public program in the Southeast U.S. by *The Financial Times* in two of the past three years), and is commemorating its 40th year in existence.

The Director will be responsible for building the capacity and capabilities of our Executive MBA program while continuing to improve the reputation, quality, distinctiveness and influence of the program. The Director will provide leadership and guidance for all functions of the student lifecycle: Recruiting, Admissions, Program Delivery, Student Engagement, Administration, and Alumni Relations.

Reporting to the Associate Dean of Graduate Programs and Executive Education at our Atlanta-Buckhead campus, the Director will be responsible for the following:

- **External Relationship Building:** Establish strategic relations with companies and industry organizations to raise the profile of the EMBA program and assist in recruitment activities; represent the EMBA program in the Atlanta business community; leverage relationships across the college with other external-facing colleagues.
- **Recruiting and Admissions:** Supervise the Associate Director in developing demand generation initiatives and establishing a best-in-class, end-to-end admissions processes designed to provide a high touch experience for candidates; participate in the interviewing of EMBA candidates; serve on the EMBA Admissions Committee.
- **Program Administration and Student Engagement:** Serve as a member of the EMBA Leadership Team to assess opportunities to streamline/continuously improve operations; serve as the primary point-of-contact of the EMBA program for non-academic items; innovate and deliver co-curricular and extra-curricular activities that meet the needs of executive students and enhance the overall student experience.
- **Strategic Planning and Development:** Collaborate with the EMBA Leadership Team to establish overall EMBA program objectives and strategies to differentiate our program; engage with the EMBA Faculty Director, EMBA Associate Director, and RCB Chief Marketing Officer in implementing marketing plans for the EMBA program.
- **Management of Resources:** Supervise full-time and part-time EMBA staff; responsible for EMBA budget.

Qualifications for successful candidates include the following:

- Master's degree from an AACSB-accredited institution and 5 years of experience.
- Executive presence / gravitas; ability to serve as a role model for students.
- Demonstrated skills in an institutional environment utilizing a customer-centered approach.
- Ability to lead a team and mentor team members; apply excellent judgment and problem solving skills; help team adapt to changing priorities with ease and efficiency.
- Demonstrated strong interpersonal and project management skills; ability to think strategically and manage through influence; skilled at managing complex organizations; strong driver / leader of strategic change.
- Demonstrated ability and interest in working with a highly diverse student and employee population.
- Superlative oral and written communication skills.

Please direct any questions to Brian Jennings at brianjennings@gsu.edu

On-line applications can be made directly on Georgia State's career website below (please refer to Job Number 21001427). <https://gsu.taleo.net/careersection/jobdetail.ftl?job=21001427&lang=en>