

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title: Director of International Partnerships, London College of Fashion

Accountable to: PVC/Head of College, LCF

Contract Length: permanent

Responsible to: PVC/Head of College, LCF

Hours per week/FTE: 35 hours per week / 1.0 FTE

Salary: Competitive salary (£64,500 - £83,700 pa)

Grade: Individual

Location: John Princes Street and relocating to Stratford in 2023

College/Service: London College of Fashion / College Office

Purpose of Role:

The Director of International Partnerships is responsible for setting the strategic direction of international partnerships to enhance the global reputation of the College and add significant value to the core activities of teaching and learning, research, and knowledge exchange activity. The post-holder will work with colleagues in the College, University, and externally to identify and establish a series of significant place-based partnerships that offer opportunities for mutual learning and development, alumni relations, and student and staff mobility that are important for fashion education. Outputs will include, but are not limited to: funded collaborations across teaching and learning, research and knowledge exchange, consultancy agreements, transnational education, student and staff mobility, and international student recruitment. This will include the operational management and delivery of international opportunities and ethical, contractual, academic and financial accountability for LCF overseas partnership activity. The post-holder will work in collaboration with UAL-wide international and regional strategy groups to create co-ordinated, data-led international engagement plans that deliver successful partnerships for the College.

The Director of International Partnerships will lead and develop a small unit with capacity for facilitation and management of partnerships and mobility work, and will liaise with colleagues across the College, including the Deans, Associate Dean Research, Director of Graduate Futures, Business and Innovation and Director of College Administration to ensure work is co-ordinated and is aligned strategically.

Duties and Responsibilities

- Work with the PVC/Head of College, Deans, Associate Dean Research, and Director of Graduate Futures, Business and Innovation to develop LCF International Partnership Strategy.
- Devise, develop, lead, resource and evaluate LCF International Partnership activity.
- Bring intelligence and external perspectives to LCF International Partnership activity.
- Develop LCF as a global brand for fashion education, research and knowledge exchange.
- Contribute at University level to the development of regional strategies, relevant policy and ensure that policies and procedures are implemented at College level.
- Establish goals and accountabilities for International Partnerships, developing and responding to the College Operating Plan.
- Manage a dedicated team supporting the delivery of international partnership and mobility schemes.
- Create revenue and secure significant project funding in support of LCF International Partnership Strategy.
- Leverage significant support for LCF International Partnership Strategy from individuals, non-governmental organisations and businesses.
- Develop the ideas, systems and processes to involve LCF international alumni in delivery of LCF International Partnership Strategy.

- Support the development of internationalisation in the curriculum, teaching and learning, adding value to the creative case for diversity.
- Support the delivery plan for International Recruitment and specifically, increase the diversity of international recruitment markets.
- Attend College Executive Group as required, chair and provide membership to College and University Committees as required.
- Act as an ambassador for LCF, devise and lead missions to partnership places.
- Lead the provision of and monitor and report on progress against international development targets; including the production and presentation of relevant reports to the College Executive Group, College Operating Groups, Schools and senior academic colleagues.
- Be responsible for the effective and efficient recruitment, deployment and appraisal of team members, including their induction, training and development as appropriate.
- Be responsible for the effective management of resources allocated to the LCF International Development Office (human, financial and physical) ensuring agreed objectives and targets are met.
- Work with Internal & External Relations and IRU team to ensure that international activity is communicated across LCF and UAL channels, aligning this to support brand enhancement and recruitment objectives.
- Provide comprehensive reports following international development activity, disseminate these reports appropriately within the College and University and ensure that market intelligence gained through international activity is fed back to colleagues within the University.

Other

- To perform such duties consistent with your role as may from time to time be assigned to you anywhere within the University.
- To work flexibly and be willing to undertake international travel and some occasional weekend or evening work.
- To undertake health and safety duties and responsibilities appropriate to the role.
- To work in accordance with the University's Equal Opportunities Policy and the Staff Charter, promoting equality and diversity in your work.
- To undertake continuous personal and professional development, and to support it for any staff you manage through effective use of the University's Planning, Review and Appraisal scheme and staff development opportunities.
- To make full use of all information and communication technologies to meet the requirements of the role and to promote organisational effectiveness.
- To conduct all financial matters associated with the role in accordance with the University's policies and procedures, as laid down in the Financial Regulations.
- To personally contribute towards reducing the university's impact on the environment and support actions associated with the UAL Sustainability Manifesto (2016 – 2022).

Key Working Relationships:

- PVC/Head of College

- UAL Director International Partnerships
- Deans
- Associate Dean Research
- Director of College Administration
- Director of Graduate Futures, Business and Innovation
- Director of College Internal & External Relations
- Head of College Student Recruitment
- College-based International Offices
- External partners, suppliers etc; with whom regular contact is required.

Specific Management Responsibilities

Budgets: IPD

Staff: LCF International Partnership team

Other (e.g. accommodation; equipment):

Signed _____ Date of last review _____
(Recruiting Manager)

HERA code: 001608

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Grade: Individual

Shortlisting will be based on your how you demonstrate in your personal statement that you meet the following criteria:

Person Specification	
Specialist Knowledge/Qualifications	<ul style="list-style-type: none"> • Educated to degree level or equivalent • Senior level knowledge of international partnership development in public, service, creative or HE sectors • Business development and project management expertise • Knowledge of inter-cultural communication and language • Understanding of the creative sector
Relevant Experience	<ul style="list-style-type: none"> • Significant experience of high profile international partnership development • Successful leadership and management of significant and impactful international projects • Experience of developing and delivering successful collaborative bids for funded projects. • Experience of undertaking a line management role in a changing working environment
Communication Skills	<ul style="list-style-type: none"> • Communicates technical or specialist ideas or information persuasively adapting the style and message to a diverse audience in an inclusive and accessible way
Leadership and Management	<ul style="list-style-type: none"> • Demonstrable experience of managing team • Ability to motivate and lead a team effectively, setting clear objectives to manage performance
Professional Practice	<ul style="list-style-type: none"> • Contributes to advancing professional practice in own area of specialism
Planning and Managing Resources	<ul style="list-style-type: none"> • Plans, prioritises and organises work to achieve objectives on time
Teamwork	<ul style="list-style-type: none"> • Builds effective teams, networks or communities of practice and fosters constructive cross team collaboration
Student Experience or Customer Service	<ul style="list-style-type: none"> • Fosters an inclusive environment for students, colleagues or customers

Creativity, Innovation and Problem Solving	<ul style="list-style-type: none">• Identifies innovative solutions to problems to bring a wider benefit to the organisation
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