

# Director of the Executive MBA program

Company:

**Reykjavík University**

Location:

**Iceland / Reykjavik**

Discipline:

**Business and Economics**

Employment Type:

**Permanent Full-time**

Posted:

**22/10/2024**

Contact Person:

**If you wish to apply for this position, please specify that you saw it on AKADEUS.**

## Director of the Executive MBA program in the Department of Business and Economics

Reykjavik University's Department of Business and Economics is seeking a dynamic and visionary leader for the role of Director of the Executive MBA program. This position offers a unique opportunity to shape the future of executive education in a department renowned for its focus on innovation, entrepreneurship, sustainability, and international collaboration.

The Director oversees the strategic direction and administration of the Executive MBA program while contributing to teaching or other projects within the department. The Director plays a pivotal role in enhancing the program's offerings and impact, guiding it to meet the evolving needs of today's business environment.

The mission of the Executive MBA program is to develop responsible leaders who will positively impact both businesses and society. The program is designed for experienced managers seeking to develop leadership skills, foster meaningful relationships with Icelandic companies and organizations, and elevate personal and professional growth.

### **Main duties and responsibilities**

- The Director of the Executive MBA program manages the Executive MBA program at the Department of Business and Economics, in particular:
  1. Marketing and sales
  2. Communication with students and teachers
  3. Recruitment of teachers
  4. Quality management of teaching and the program as a whole
  5. Development of the program
  6. Communication with foreign partners and certification agencies
  7. Meeting and event organization
  8. Contracts and planning
  9. Financial management and budgeting
- The role also involves participating in various projects, including teaching within the Department of Business and Economics and contributing to development initiatives for both the department and the university.
- The position requires close collaboration with the Department Chair and the Curriculum Council of the Executive MBA program.

## **Requirements**

- Master's degree, e.g. (E)MBA, or PhD in Business Administration, Economics or related fields
- Management experience, experience in strategy development and implementation, experience in operations and planning, as well as financial skills
- Leadership skills and strong interpersonal skills.
- A strong network of Icelandic companies and other organizations is an advantage
- Strong service orientation
- Excellent English skills, Icelandic is an advantage
- Being organized, showing initiative and being able to work independently
- Teaching experience at university level is an advantage
- Experience in marketing and sales is an advantage
- Knowledge of certification processes (e.g. AMBA) is an advantage
- Experience in international cooperation is an advantage

## **Applications must include**

- Cover letter
- Curriculum Vitae
- Copy of relevant certificates and diplomas

- Teaching statement, if applicable
- Teaching evaluations, if applicable
- Contact information for at least two potential references

**Application deadline: 3rd November 2024.** Applications should be submitted via the university's online application system. Preferably, the selected candidate will be able to start the position as soon as possible.

For further information, please contact Dr. Stefan Wendt, Chair of the Department of Business and Economics ([stefanwendt@ru.is](mailto:stefanwendt@ru.is)), or Ester Gústavsdóttir, Human Resource Manager of Reykjavik University ([esterg@ru.is](mailto:esterg@ru.is)). All applications and requests will be treated confidentially.

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