

EUA has an immediate opening for Director for Institutional Development

INTRODUCTION TO EUA

Established in 2001, the European University Association (EUA) represents more than 800 universities and national rectors' conferences in 48 European countries and is the independent voice of Europe's universities.

EUA plays a crucial role in the Bologna Process and in influencing EU policies on higher education, research and innovation. Through continuous interaction with a range of other European and international organisations, EUA ensures that the interests of member universities are represented wherever decisions are being taken that will impact their activities. The Association provides unique expertise in higher education and research, as well as a forum for exchange of ideas and good practice among universities. The results of EUA's work are made available to members and stakeholders through conferences, seminars, webinars, websites and publications.

EUA is based in Brussels (with a subsidiary office in Geneva) and employs over 40 professional staff in its Secretariat.

Extensive further information on EUA's role, members, governance, priorities, activities and staff can be found at www.eua.eu.

THE ROLE OF THE DIRECTOR FOR INSTITUTIONAL DEVELOPMENT

EUA is seeking an experienced professional to take responsibility for the Association's Institutional Development Unit. The post is of strategic importance to EUA as it is focused on strengthening the capacity of universities in the areas of learning and teaching, quality assurance and recognition. The successful candidate will have extensive experience in higher education management and quality assurance, as well as in-depth knowledge of European higher education policy.

The Director for Institutional Development is responsible for the planning and implementation of all activities of the unit, including policy and project development, organising EUA's flagship events, external fund raising and cooperation with relevant European organisations, as well as playing an important representative role on behalf of EUA at conferences, meetings and events in Brussels and across Europe. The successful candidate will be expected to liaise proactively with EUA's partners and policy makers. He or she will also be expected to work with the EUA Board to shape the EUA strategy.

In addition to learning and teaching, quality assurance and recognition, the Institutional Development Unit's work covers services for EUA membership. The main activities include the organisation of flagship EUA events (the [European Quality Assurance Forum](#) and the [European Learning & Teaching Forum](#)), coordinating [Learning & Teaching Thematic Peer Groups](#) and hosting the secretariat of the [Institutional Evaluation Programme](#) (IEP), an independent quality assurance agency listed in the EQAR, and [EUA Solutions](#). The unit staff also takes part in EUA's higher education policy development in the context of the European Higher Education Area and European Education Area and implements various externally funded projects in their areas of expertise. Examples of on-going EU-funded projects include [Spotlight on Recognition](#) and [Microbol](#).

The Director for Institutional Development will report to the Secretary General.

THE ROLE AND TASKS OF THE DIRECTOR INCLUDE:

1. Implementing EUA's strategic plan by leading and managing its learning and teaching, quality assurance and recognition portfolios.
2. Contributing actively to EUA's higher education policy development and advocacy work both at the European level in the context of the European Higher Education Area and European Education Area and in national contexts.
3. Acting as the Director of the Institutional Evaluation Programme (IEP) secretariat.
4. Overseeing the activities carried out under the umbrella of EUA Solutions.
5. Supporting and managing a skilled and dynamic team and the work of related committees.
6. Maintaining strategic dialogue with, and representation towards, ministries, quality assurance agencies, the European Quality Assurance Register for Higher Education (EQAR), ENIC/NARICs and the European Institutions.
7. Developing and supporting partnerships and collaborations with major European stakeholder organisations and networks, as well as with EUA membership.
8. Leading any other related activities that EUA might develop as requested.

This position will require travel in Europe and occasionally beyond, once the current restrictions related to Covid-19 have eased.

BACKGROUND, QUALIFICATIONS AND SKILLS

This is a demanding position at senior level that requires a strong commitment to the development of European universities, as well as managerial and organisational talent and experience. The successful candidate will therefore demonstrate:

- at least ten years relevant experience, including in quality assurance at a university or a quality assurance agency;
- excellent working knowledge of European higher education and quality assurance policy;
- relevant higher education degree (Master's degree or equivalent);
- understanding/experience of the dynamics of an international membership-based organisation, which exists to serve the collective interests of its members;
- the ability to balance longer term strategic thinking and shorter term and operational activities;
- the ability to represent the Association externally at a senior level and to persuasively influence policy makers;
- the ability to relate to senior university leaders and policy makers at national and European levels;
- the ability to successfully manage, support and develop a team;
- mastery of English, the working language of EUA; at least one other European language is desirable;
- excellent spoken and written communication skills, as well as confidence in public speaking;

- excellent organisational and project management skills;
- a flexible approach to work and the ability to adapt to internal and external changes;
- willingness to travel within Europe and occasionally beyond.

WHAT EUA OFFERS

The Association offers a permanent contract under Belgian law and an attractive remuneration package, including compensation for teleworking, lunch vouchers and a pension scheme.

EUA's dynamic and committed staff members come from across Europe and beyond and the Association highly values its diversity. The position is based in Brussels and the successful candidate is expected to relocate if he/she is not already based in the vicinity of Brussels. Though staff currently work from home due to the Covid-19 crisis, a return to office-based work is expected in September 2021, should conditions allow.

The office is conveniently located in the European Quarter near the Merode metro station.

HOW TO APPLY

If you feel that you have the skills and competences for the job and could fit into the EUA team, please email your CV and a concise motivation letter, quoting your salary expectations, to recruitment@eua.eu.

The deadline to apply is 22 August 2021.

The post is available immediately and candidates are encouraged to apply as soon as possible as applications will be reviewed on a rolling basis.

Please note that only suitable candidates will be invited for an interview. EUA regrets that it is unable to acknowledge all applications received.



The European University Association (EUA) represents around 850 universities and higher education associations in 48 countries. Located in Brussels, the EUA secretariat is comprised of more than 35 staff members; EUA's mission is to promote the development of a coherent system of education and research at the European level through studies, projects and services to members.

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