HELP US DELIVER THE SUSTAINABLE DEVELOPMENT GOALS

The Sustainable Development Goals (SDGs) are the collective plan of global commitments required to end extreme poverty and hunger, tackle climate change and create a more socially inclusive world by 2030. This is a significant multi-stakeholder effort agreed at the UN which cannot be delivered by Governments and Civil Society alone. The actions and innovations of Higher Education Institutions and Youth are critical.

PRME (Principles of Management Education) is the UN Global Compact’s unit of Higher Education Institutions. Launched in 2007 by the Secretary General Ban Ki Moon, PRME is today’s the United Nations largest initiative with a UN mandate to transform management education. Today PRME is a growing global network of more than 800 business schools and universities in 99 countries and organized in 17 Regional Chapters around the world, 9 thematic Working Groups and PRME Champions.

We inspire, enable and organize business schools and universities across all geographies and sizes in their efforts to help improve responsible management education and to meet the SDGs. We are an ambitious team, located in the UN Global Compact Headquarters in New York, and we stand energized behind our mission of mobilizing a global movement of responsible companies and organizations to create the world we want.

POSITION SUMMARY

- PRME seeks an experienced and passionate and motivated professional to strategically lead, administer, coordinate, and scale the PRME-LEGO project, “The Impactful Five (i5): Learning in Leadership Education”
- PRME is the Higher Education Academic arm of the UN Global Compact
- PRME is the United Nation’s largest organized initiative to inspire responsible management education
- The Senior Manager will report to PRME Senior Program Advisor

DUTIES AND RESPONSIBILITIES

- Strategic lead, administer, coordinate, and scale the PRME (i5) project according to deliverables specified in three-year PRME (i5) project grant and work plan
- Manage PRME (i5) staff and team including PRME (i5) Global Comms and PRME (i5) Regional Hub Coordinators
- Manage and support the development of the PRME (i5) Playbook and coordination among experts
- Support recruitment, onboarding and administration related to Pioneer PRME (i5) business school deans for Deans Lab and PRME (i5) ‘Change-Maker’ for the PRME (i5) ‘Change-Maker’ Lab according to project criteria
- Manage recruitment, onboarding and administration related to PRME (i5) Regional Hub Coordinators
Job Opening  | Senior Manager, PRME

- Manage relationships with internal and external PRME (i5) project stakeholders such as PRME (i5) Advisory Board, PRME (i5) Regional Hubs, Sulitest, LEGO Foundation, UNESCO, industry, and accreditation organizations
- Support the mobilization, engagement and establishment of global regional hubs and manage training across PRME Regional Chapters in coordination with PRME Secretariat Chapter coordination team
- Provide regular reports to PRME Senior Manager, Global Impact and team on project progress and challenges
- Provide quarterly reports and presentations to PRME (i5) Advisory Board on project deliverables as well as annual report on progress to LEGO Foundation
- Manage PRME (i5) budget as agreed with PRME Senior Manager, Global Impact
- Support the identification of new donors and development of fundraising proposals that scale and continue (i5) project
- Support the development of any other PRME (i5)-related opportunities as the project progresses assigned by the Senior Manager, Global Impact
- Ensure PRME (i5) project alignment with PRME strategic objectives
- Assisting PRME Secretariat to deliver on the PRME (i5) project by integrating PRME (i5) into PRME growth, identity and governance structures.

CORE VALUES:

- **Integrity**: Demonstrates the values of the United Nations in daily activities and behaviors; acts without consideration of personal gain; resists undue political pressure in decision-making; does not abuse power or authority; stands by decisions that are in the Organization's interest, even if they are unpopular; and takes prompt action in cases of unprofessional or unethical behavior.
- **Professionalism**: Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; and remains calm in stressful situations.
- **Respect for Diversity**: Works effectively with people from all backgrounds; treats all people with dignity and respect; treats men and women equally; shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making, examines own biases and behaviors to avoid stereotypical responses, and does not discriminate against any individual or group.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS

- **Education**: Master’s degree required as a minimum (e.g. in Education, International Business, Development, Management, Business Administration or other social sciences); PhD is desirable.
- **Work experience**: Minimum of 7 years of relevant experience in management education with 3 of those years with experience that includes staff management. Experience in
implementing and promoting pedagogy related projects in higher education is required. Additional relevant degrees can be recognized in lieu of work experience.

- **Language**: Fluency in English is essential (full command of both spoken and written). Knowledge of other languages is desirable.
- **IT Experience**: Proficiency in MS Office Package (e.g. Word, Power Point, Excel, etc.) is essential. Experience with social media platforms, Adobe Creative Cloud, CMS, and other digital and project management tools is desirable.

**BENEFITS**

- Salary Range - $100,000 - $110,000
- Retirement Plan – 15% employer contribution after 6 months of services with additional 7.5% matching option.
- Vacation Days - 30 paid days (6 weeks) per year.
- Maternity leave - 16 weeks with full pay.
- Paternity leave - 4 weeks with full pay.
- Medical /dental/vision employee coverage

**RECRUITMENT PROCESS**

- Please include the following materials in your e-mail submission to UNGC1@unglobalcompact.org with the subject heading “Sr. Manager PRME”:
  1. Cover Letter
  2. Resume/CV

- Applications will be accepted until 15 July 2022.
- Given the anticipated volume of submissions, only highly qualified candidates will be contacted. No phone calls or unsolicited emails outside of the submission process.

**Applicants must be authorized to work in United States. The Foundation for the Global Compact does not sponsor work visas**

Interested in learning more about the UN Global Compact? Click [here](#) to sign up for our monthly Bulletin!

The Foundation for the Global Compact is committed to creating a diverse and inclusive environment of mutual respect. The Foundation for the Global Compact recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested.