



Posting Title: Senior Manager, PRME

Location: New York, NY

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 and Youth are critical.

UN Global Compact is the world's largest corporate sustainability initiative with over 13,000 participating companies in 163 countries, and more than 70 Local Networks around the world.

We enable and support companies across all sectors, geographies and sizes in their efforts to help meet the SDGs. Today 75% of participating companies have activities to advance the SDGs. But we are an ambitious team, 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 (i5) project according to deliverables specified in three-year (i5) project grant and work plan
- Manage (i5) staff and team including (i5) Admin, (i5) Global Comms and (i5) Regional Hub Coordinators
- Manage and support the development of the (i5) Playbook and coordination among experts
- Manage recruitment, onboarding and administration related to Pioneer PRME-LEGO business school deans for Deans Lab and PRME-LEGO 'Change-Maker' for (i5) 'Change-Maker' Lab according to project criteria
- Manage recruitment, onboarding and administration related to (i5) Regional Hub Coordinators



- Manage relationships with internal and external (i5) project stakeholders such as (i5) Advisory Committee, (i5) Regional Hubs, Sulitest, LEGO Foundation, UNESCO, industry, and accreditation organizations
- Mobilize, engage and establish global regional hubs and manage training across PRME Regional Chapters in coordination with PRME Secretariat Chapter coordination team
- Provide regular reports to PRME Senior Program Advisor and team on project progress and challenges
- Provide quarterly reports and presentations to PRME-LEGO Advisory Committee on project deliverables as well as annual report on progress to LEGO Foundation
- Manage (i5) budget as agreed with PRME Senior Program Advisor
- Identify new donors and develop fundraising proposals that scale and continue (i5) project
- Develop any other (i5)-related opportunities as the project progresses assigned by the Senior Program Advisor
- Ensure (i5) project alignment with PRME strategic objectives
- Assisting PRME Secretariat to deliver on the (i5) project by integrating (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

- Competitive Salary
- 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 **10 December 2021**.
- 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.