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 for Responsible 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 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 a highly motivated, dynamic, results-oriented technology management and digital learning professional to lead the development of digital solutions. PRME intends to step up its digital strategy to better connect with our community of 870+ business schools, scale and account for progress in our network. PRME seeks a professional with innovative and cutting-edge ideas to develop and realize this strategy.

The Senior Manager will be responsible for:

1) Leading the development, roll-out and user experience of the new ‘PRME Commons Platform’ (PCP)\(^1\), a collaborative and multi-level digital platform that will enable peer-learning, engagement and accountability for PRME’s 870+ business schools.

2) Co-developing new infrastructure projects\(^2\) (possibly including open-source and open science technology solutions) that help realize the PRME strategic plan, with key stakeholders.

3) Accounting for PRME’s impact through digital projects

4) Engaging with the UN Global Compact to align PRME digital portfolio with UNGC’s digital projects portfolio, such as the Communication on Progress (CoP)

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\(^1\) The PCP is part of a three-year grant awarded to PRME by the Economics of Mutuality (EoM) to incentivize business schools to integrate responsible management by providing a collaborative platform.

\(^2\) New infrastructure projects also include the PRME (i5) program and its digital learning and impact needs. The PRME (i5) program is a three-year program that pilots innovative pedagogical approaches for holistic skillset development among faculty to help the next generation of leaders address sustainable development.
The Senior Manager of Digital Learning and Impact will report to and be guided strategically by the PRME Secretariat leadership team and ensure that the PRME Board is updated on progress.

PRIMARY DUTIES AND RESPONSIBILITIES

**Digital infrastructure:**
- Lead, oversee and ensure high quality achievement of the PCP deliverables according to program timelines and aligning with broader PRME’s strategic needs for scalable digital solutions
- Oversee the PCP digital budget’s administration (part of app. 1 million USD grant)
- Manage selection of developers / data analysts including recruitment, onboarding, and administration with flexibility to explore staying with current web developer option
- Lead the Content Development Task Force, a task force responsible for developing an index and the integration of the first- and second-generation Responsible Management (RM) and Responsible Management Education (RME) language into the SIP Reporting
- Manage relationships with key internal and external stakeholders and partners to ensure maximum engagement, user satisfaction and impact
- Advise on cutting-edge technological/digital trends and develop potential linkages between the technological infrastructure and open science platforms
- Support the development of new guidelines for reporting as well as the operationalization in the community and the provision of guidance, information, and communication
- Explore additional fundraising in collaboration with the PRME fundraising team to connect to existing public roundtables / forums and the development of business model for digital learning in collaboration with the PRME fundraising team

**Digital learning and user experience:**
- Develop and execute a new global infrastructure for knowledge exchange on novel pedagogies that combines novel digital remedies with a structure that allows for a program of webinars, videos, exemplary leadership teaching, etc.
- Serve as the digital learning and user experience anchor for PRME PCP and other project stakeholders
- Develop digital learning and user experience monitoring mechanisms to evaluate user experience through e.g. research, surveys, and other activities to maximize efficiency and the impact of PRME’s digital learning portfolio
- Facilitate workshops and meetings with PRME PCP stakeholders
- Analyze multimedia data, stakeholder details, variable codes and information to ensure user satisfaction and scalability

SUPPORTIVE DUTIES AND RESPONSIBILITIES

- Advise on the development of the digital learning content, portfolio and user experience for PRME (i5) program.
- Ensure a proactive and strategic long-term approach to PRME PCP and PRME (i5) digital learning so that the portfolio is refreshed and connected to PRME, PRME (i5) and the business school ecosystem events and activities.
- Advise on a strategy for the PRME (i5) digital learning content on new pedagogies and skills together with the UNGC / UNGC Academy and identify relevant synergies to enhance UNGC and PRME’s value proposition also considering how to make PRME a central value proposition for the UNGC Academy.
● Support the ‘digital relationship’ with the UN Global Compact Academy.
● Advise on PRME CEO and Student Survey infrastructure.

EXPECTED OUTCOMES
● Set up and execute 3-year plan for robust digital infrastructure for the Sharing Information on Progress report
● Ensure PRME as a peer learning platform where the community can develop and share knowledge about the Six Principles
● Trace impact (KPIs) and record progress (data registration) on visibility and community use of digital infrastructure

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 business administration, information systems, technology or platform development, digital learning or other relevant degree path; A Bachelor’s Degree and additional work experience may be considered in lieu of a Master’s Degree.
● **Work experience**: Minimum of six (6) years of relevant experience in information technology/ platform development and/or overseeing digital learning and user experience in higher education, business education or international organizations is desirable. Experience with leadership education is preferable. Additional relevant degrees can be recognized in lieu of work experience.
● **Open science infrastructures**: Be knowledgeable about the open science values, current technical developments in emerging open science infrastructures and able to maximize the value of these open resources for building a viable digital infrastructure for the PRME community.
● **IT expertise**: Experience managing digital (and open) platform technologies, LMS/LXP.
● **Digital Literacy**: ability to find, evaluate, and communicate information on various digital platforms with interactions with multiple stakeholders
● **User experience proficiency**: Experience with serving clients, providing high quality products, and meeting deadlines is appreciated.
● **Other basic technology skills**: Proficiency in MS Office Package (e.g. Word, Power Point, Excel, etc.) is essential. Experience with digital and project management tools are desirable.
● **Project management and organizational skills**: Strong attention to detail yet able to see
the big picture. Ability to prioritize and adapt to changing program and strategic needs.

- **Communication:** Excellent written and verbal communication as well as interpersonal skills.
- **Language:** Fluency in English is essential (full command of both spoken and written). Knowledge of other languages 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 “Senior Manager, Digital Learning & Impact, PRME”:
  1. Cover Letter
  2. Resume/CV
- Applications will be accepted until 31 October 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.**

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.

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