Confucius Institute Director, University of North Carolina at Charlotte

The College of Liberal Arts and Sciences at the University of North Carolina at Charlotte invites applications for the US Director of our newly established Confucius Institute beginning July 1, 2017. Required qualifications include a minimum Master’s degree (or appropriate equivalent); bilingual ability in English and Mandarin Chinese languages; previous administrative/leadership experience; and previous language teaching experience. This is a 12-month position. The director reports to the Department Chair, Languages and Culture Studies and co-directs the program with the Chinese Director.

The Director provides overall leadership for the development and activities of UNC Charlotte’s Confucius Institute (CI). The purpose of the CI is to educate the populace of greater Charlotte region and the surroundings areas on the language, history, and cultures of China, and through education, to promote increased understanding between our two nations. The Director provides leadership, coordination, and supervision for CI personnel, for academic (K-12 and College) teacher training and language programming, and for cultural programming to enhance this purpose. The director works in close collaboration with Shanxi University, UNC Charlotte’s Chinese higher education partner.

Review of applications will begin immediately and continue until filled. You may find more information about the Confucius Institute (http://confucius.uncc.edu), College of Liberal Arts and Sciences (http://clas.uncc.edu), and the Department of Language and Culture Studies (http://languages.uncc.edu/).

Position Scope (but not limited):
- Provides overall leadership, coordination, and supervision for: (1) the CI personnel, for the curriculum enrichment of language acquisition with Charlotte Chinese language teachers at K-12 and college level; (2) for Chinese language and culture programming; and (3) for the development and activities of the Confucius Institute at UNC Charlotte.
- Directs all program activities including, but not limited to, planning and coordinating Chinese language and cultural programs for the Confucius Institute and manages the employees, tracking their workflow, efficiency, and accuracy.
- Organizes or co-organizes conferences, programs, forums and lecture series with local China-related organizations and institutions
- Works closely with the various campus and community strategic partners, including but not limited to: the Office of International Programs, College of Education, local k-12 school districts, etc.
- Works closely with the CI Co-Director from CI-UNC Charlotte’s partner Shanxi University and also in close collaboration with the university.
- Leads the Institute, including planning and implementing Institute activities, administrative and budgetary management, which includes operating the CI in compliance with the requirements of the CI Headquarters in Beijing (such as annual reports, budget, and activities) as well as policies and guidelines of UNC Charlotte.
- Identifies and pursues funding resource opportunities to supplement the operational support of the CI (e.g. fundraising activities, grant applications, etc.).
UNC Charlotte is North Carolina's urban research university and has an enrollment of approximately 28,000 undergraduate and graduate students. Located in the state's largest metropolitan area, UNC Charlotte is among the fastest growing universities in the UNC system. We are looking for organizational members with diverse backgrounds who can support the university’s strong commitment to developing a deep understanding of and respect for diversity among students and colleagues.

 Ranked by numerous publications as one the best places to live in the U.S., over a million people reside within Charlotte’s borders, approximately 2 million within the metro area and 7 million within a 100-mile radius. Charlotte is home to 292 of the top Fortune 500 companies and more than 340 foreign firms. Financial experts know Charlotte as the nation’s second largest banking center.

 Applications are taken on-line at http://jobs.uncc.edu, position #004971. Forward a cover letter responding to the qualifications listed above, a current CV, and official or unofficial graduate transcripts. Three letters of recommendation should be addressed and mailed to: Dr. Shawn D. Long, Chair, Confucius Institute Director Search Committee, College of Liberal Arts and Sciences, University of North Carolina at Charlotte, 9201 University City Blvd., Charlotte, NC 28223-0001 or via email sdegrav@uncc.edu.

 The University of North Carolina at Charlotte is an EOE/AA employer and an ADVANCE Institution that strives to create an academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status. Applicants are subject to criminal background check.