



Jobbnorge ID: 269153

Deadline: 10/31/2024

Website: <http://www.hiof.no>

Scope: Fulltime

Duration: Temporary

Do you want to be our Site Director?

About the position

Østfold University College in Norway (OUC) in collaboration with Augsburg University's Center for Global Education and Experience (CGEE) in the United States invites applications for the position of Norway Site Director. This full-time, year-round role will be a temporary position for 3 years, with the possibility of renewal into a permanent position after 3 years. This is a unique opportunity to lead and deliver high-impact educational programs, fostering cross-cultural understanding and academic excellence.

The Site Director will be responsible for managing and delivering university-level programming for U.S. students enrolled in OUC's joint programs with Augsburg CGEE. The main program, "Social Systems, Sustainability, and Justice in Norway," spans a full semester and is offered twice a year, in the fall term and again in the spring term (follow [this link](#) for a program description). The position also involves organizing and leading shorter customized programs that range from 1 to 3 weeks in length.

The position of Site Director will be an exciting and highly varied role. The position requires strong interpersonal skills, as you will be providing support to the students in the program, as well as coordinating and collaborating with relevant departments at OUC and reporting to CGEE. The position will require a significant amount of attention at times and will be considered a highly independent position, and some traveling between OUC and CGEE must be anticipated.

The position will primarily be located at Østfold University College, Fredrikstad campus.

Work tasks

- **Teaching and Program Coordination**
 - Teach at least one core course per semester and coordinate academic activities across the semester program.
 - Coordinate activities within customized programs and, depending on the academic subject, also deliver subject content and facilitate reflection activities within customized programs, using best practices in experiential pedagogy.
 - Develop and maintain course syllabi and reading lists.
 - Coordinate guest lectures, field trips, and excursions.
 - Conduct student orientation and integrate field experiences into the curriculum.
 - Oversee academic quality and ensure cohesive delivery of interdisciplinary content.

- **Program management**
 - Design/develop and teach the semester program as described in the Augsburg CGEE marketing materials and syllabus.
 - Design/develop and teach customized programs as required by each program's subject matter. (Depending on the subject matter, the Site Director may be assisted by subject experts among the OUC faculty.)
 - Manage logistical aspects of the semester and customized programs, including student lodging, transportation, and compliance with OUC and Norwegian standards.
 - Maintain program budgets, track spending, and ensure fiscal responsibility.
 - Provide emotional support to students, monitor their well-being, and liaise with CGEE on student health and safety issues.
 - Administer and submit program evaluations and other academic documentation, including post program reports.
 - Coordinate other lecturers in the study programs.

- **Organizational Leadership**
 - Act as a liaison between OUC and Augsburg CGEE, representing the partnership in Norway and the U.S.
 - Participate in CGEE Leadership Team meetings and contribute to organizational decision-making.
 - Foster relationships with OUC and Augsburg faculty to support academic collaboration.

- **Student Recruitment**
 - Travel to the U.S. once or twice annually to recruit students at Augsburg University and partner institutions.
 - Engage in promotional activities, including campus lectures, meetings with study abroad offices, attendance at study abroad conferences, and participation in study abroad fairs.
 - Advise on the development of marketing materials for the Norwegian programs.

Qualification requirements

Essential Criteria

- A minimum of a master's degree in the humanities, the social sciences, student development, global studies, leadership, or international education.
- Demonstrated experience in interdisciplinary and experiential education, community-based learning, student development, and program administration.
- Fluency in Norwegian, strong organizational leadership, ability to manage complex logistical arrangements, and familiarity with contemporary Norwegian issues and the Norwegian social welfare and political model.
- Ability to engage with and draw upon local knowledge and networks in Norway.
- Agility in accessing and using an ample repertoire of cultural frameworks and practices to navigate cultural commonalities and differences.
- Excellent written and oral English language skills.

Preferred selection criteria

- Proactive self-starter who works well with minimal supervision and shows excellent judgement about when to look to managers and teammates for guidance, and when and how to communicate with diverse stakeholders.
- Team player with a proven track record of building cross-functional relationships and an ability to work in an international team.
- Effective communication, negotiation, and persuasion skills, both written and verbal.
- Being able to travel frequently.

Emphasis will be placed on personal and interpersonal qualities.

General qualification requirements

There are general requirements for higher education, research qualifications/relevant practice and practical pedagogical competence. Read more about the requirements in the [regulations on recruitment and promotion in teaching and research positions](#).

Permanent employment in the position requires educational qualifications. A position as assistant professor, senior lecturer or associate professor requires courses in university and university college pedagogy (250 hours) and qualifications in forms of digital learning (50 hours). A position as associate professor and professor requires additional pedagogical qualifications. See further description: [Educational qualifications requirements at HiO](#).

If you do not meet the requirements for educational competence, this must be completed within two years. The university college offers a course of study in practical university college pedagogy and digital teaching forms.

We offer

- An incredibly exciting task involving shaping a newly established international position
- Exciting and stimulating tasks in a strong academic environment
- An open and inclusive work environment with dedicated colleagues

Salary and conditions

As a Site Director you are normally paid from 750 000 to 875 000 NOK per annum before tax, depending on qualifications and seniority. From the salary, 2% is deducted as a contribution to the Norwegian Public Service Pension Fund.

Submission of applications

Please submit your application through our recruitment system, Jobbnorge. All accompanying documentation must be in Norwegian, Scandinavian, or English.

Describe your core areas of teaching and development work that are relevant to the position. In additionally, you must attach

- CV
- documentation of [educational qualifications](#)
- relevant testimonials and diplomas

In accordance with Section 25 of the Freedom of Information Act, it is noted that information about the applicant may be published even if the applicant has requested not to be listed on the applicant list. If you require any confidential processing of your application, please note that information about you may still be disclosed. You will then be notified of this, cf. §25 of the Freedom of Information Act

Contact details

For further information about the position, please contact

- Dean Randi Sommerfelt
e-post: randi.sommerfelt@hiof.no
- Associate Dean Kirsti Lauvli Andersen
e-post: kirsti.l.andersen@hiof.no

About us

The core of the university's activities is to provide and develop research-based knowledge for society - for the future - and to give students access to excellent socially relevant and profession-oriented studies. We have a broad portfolio of programs ranging from professional education to arts education, from bachelor's to PhD level. The university has campuses in Fredrikstad and Halden. The university's academic environments are organized into three major faculties: the Faculty of Health, Welfare, and Organization; the Faculty of Teacher Education and Languages; and the Faculty of Information Technology, Engineering, and Economics. Additionally, we have the Norwegian Theatre Academy. Approximately 650 employees work at the university, and we have about 8,000 students.

Through education, research, and artistic development of national and international quality and relevance, and through our contribution to public discourse and knowledge dissemination, we create a better and more sustainable society. We aim to have international engagement while also strengthening our visibility and focus on the local community. Through interaction and dialogue with regional businesses and society, we take an active role as a societal developer. We are looking for individuals who are passionate about their field and who want to contribute to the development of Østfold University College, building an attractive, competent, and forward-thinking institution. The Digital Society is our largest priority area of research, where we explore the interaction between digitalisation and society from various theoretical perspectives and develop new responsible digital technology. Our other priority area of research is Language in Learning, which aims to enhance collaboration across language disciplines and create conditions for a diverse research and teaching environment. Become one of us!

Additional information

Contact persons:

- Randi Sommerfelt, Dekan
Phone: +4769608637 | E-mail: randi.sommerfelt@hiof.no
- Kirsti Lauvli Andersen, Prodekan utdanning
Phone: +4769608693 | E-mail: kirsti.l.andersen@hiof.no

Place of service:

Kobberslagerstredet 5 1671 Kråkerøy (Fredrikstad Municipality)