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**Role Description for Directors of Internationalisation**

**Reporting to Vice Dean International**

**Purpose/Objective**

With the creation of a College International Strategy Group (CISG) that reports into the College Management Board (CMB), a decision was taken to replace the International Champion in each department with a Director of Internationalisation, a change in title that reflects both the growing importance of the role and the need to formalise the responsibilities that attach to it. The primary functions of the Director of Internationalisation are to support the Vice Dean International for CBASS in implementing the College’s international strategy and to bring a departmental perspective to ongoing discussions over the internationalisation process.

**Responsibilities and Duties of the Director of Internationalisation**

* To represent the department on CISG and to champion the international agenda at the departmental level.
* To function as a two-way conduit between the College and the department in the development of initiatives that will further the internationalisation process.
* To work with the Vice Dean International to identify opportunities for research and recruitment partnerships and to take the lead in guiding department-specific initiatives through the approvals process.
* To work with the Director of Exchange and Study Abroad and, where appropriate, departmental exchange officers to implement the CBASS international strategy as it relates to the Erasmus Plus programme, non-Erasmus exchange and study abroad.
* To represent the department, as and when required, at meetings with international visitors.
* To consider on behalf of the department requests from overseas HEIs, businesses, and governmental organisations for professional development training.
* To provide expert guidance and support to academic colleagues in identifying/responding to partnership opportunities and in developing new exchange programmes.
* To liaise with colleagues in CMSR to ensure that, where appropriate and practicable, they receive academic support in their efforts to market our programmes internationally.