

## **VICE- RECTOR / GENERAL DIRECTOR OF POSTGRADUATE SCHOOL**

### **Job Description**

Lead the design, development and consolidation of the university's growth strategy in the areas of postgraduate studies, executive training and lifelong learning, in both face-to-face and hybrid formats and 100% online, with an international and innovative vision, aligned with the university's mission and institutional values and with the major challenges of the current context (digitalisation, AI, employability, social impact, etc.).

### **Main Functions**

- Define the university's comprehensive growth strategy in official master's degrees, proprietary degrees, microcredentials, executive education, training for professionals and international programmes.
- Prepare the annual budget for postgraduate studies and report on its compliance to the University's senior governing bodies.
- Align the University's Catholic vision and mission with the needs of the postgraduate business.
- Coordinate and promote the postgraduate portfolio, developing new training and product proposals in matrix collaboration with the university's faculties, schools and institutes, and in partnership with companies and public and private organisations.
- Establish monitoring, impact and quality indicators, ensuring results-oriented management and appropriate change management.

### **Essential Requirements**

- Proven experience (minimum 5 years) in the management and development of postgraduate and continuing education units in university institutions.
- Profile with a clear focus on business development, programme growth and attracting new audiences, both nationally and internationally.
- Proven ability to lead multidisciplinary teams and cross-cutting projects and coordinate actions with different stakeholders and faculties, meeting challenges and ensuring appropriate change management.
- Up-to-date knowledge of the EdTech ecosystem, executive and professional training trends, and the incorporation of generative AI and other educational technologies.
- Institutional communication, influence and high-level negotiation skills.
- Professional command of Spanish and English.

### **Valuable**

- Doctorate and postgraduate training in higher education, strategy, innovation or related areas.
- Experience in international or multicultural environments.
- Previous participation in higher education and postgraduate networks, associations or consortia.

**Application Instructions:**

Applicants should submit the following documents:

1. Curriculum Vitae (CV) - including detailed publication list and research experience
2. Cover Letter - addressing alignment with UFV's mission and vision
3. Teaching and Research Statement
4. Three academic references

When writing the Cover Letter, please review our mission and identity webpage at: <https://www.ufv.es/welcome-to-ufv-madrid/about-ufv/>

We expect applicants to explain how our values relate to their academic goals, with emphasis on how they align their career goals with our mission, particularly regarding the integration of faith and reason, the pursuit of truth, and education for the common good.

**Compensation Package:**

The compensation will be competitive and commensurate with the experience and level of excellence of the selected candidate. It will include relocation costs (if applicable), life and health insurance, among other benefits.

**Application Submission:**

Applications should be submitted via e-mail to:

- Javier de Cendra (Dean of the Faculty of Law, Business, and Government) at [javier.decendra@ufv.es](mailto:javier.decendra@ufv.es)

**Application Deadline: December 31, 2025**

For any inquiries regarding the position or application process, please contact Javier de Cendra [javier.decendra@ufv.es](mailto:javier.decendra@ufv.es)

For more information, visit the University Francisco de Vitoria

- <https://www.ufv.es/>

**About Universidad Francisco de Vitoria:**

Universidad Francisco de Vitoria is committed to education that seeks truth, promotes human excellence, and serves the common good. Our educational model is based on personalist anthropology and Christian humanism, fostering the integral development of the person through rigorous academic training, character formation, and service to society.