Job Description – Director, Program on Creativity and Innovation

Department: Program on Creativity and Innovation (PCI)
Reports to: PCI Faculty Director

Position Summary

The Director will have responsibility for managing NYU Shanghai’s efforts to support the spirit of creativity, innovation, and entrepreneurship among students, faculty, and researchers at NYU Shanghai. The Program will span a rapidly expanding range of activities at NYU Shanghai, such as speaker series, hackathons, barcamps, and a Shanghai counterpart to the Leslie Entrepreneurship Laboratory (eLab) at NYU’s Washington Square Campus. The activities share a commitment to bring ideas from different sources into contact with one another, to bridge the inside and outside of the university, and to connect with Shanghai’s artistic, creative, and entrepreneurial communities.

The Director will report directly to the Program’s Faculty Director and will work closely with other members of the NYU Shanghai faculty, with the Program’s International Advisory Board, and with counterparts in other parts of NYU’s global network. The Director will be responsible for developing new programs that strengthening existing programs, so as to enhance student and faculty engagement, ensure appropriate mentoring for students, and build awareness of NYU Shanghai’s work in this domain.

Responsibilities

- Attract resources and design programs to support and promote creativity and innovation among students, faculty and researchers.

- Build a local counterpart to the Leslie eLab.

- Direct various types of lecture series, taking responsibility for recruiting and coordinating speakers, publicizing events, recording and archiving talks, and making related materials available through the eLab.

- Develop and maintain a network of individuals in China and elsewhere who are making significant local contributions to creativity and innovation.

- Provide mentorship and oversight to students engaged with creativity and innovation activity.

- Support faculty-led curricular initiatives to nurture student creativity, innovation, and entrepreneurship.
Qualifications

- **Required Education**
  
  Bachelor’s degree required; MBA or other graduate degree strongly preferred.

- **Required Experience**
  
  - 5-10 years of professional experience in entrepreneurship, innovation, global business and/or finance strongly preferred.
  - Experience working with students and/or in a university setting strongly preferred.

- **Required Knowledge, Skills, and Abilities**
  
  - Track record of working in an entrepreneurial or startup environment required.
  - Strong interpersonal skills, the ability to develop relationships with diverse stakeholders, and excellent presentation skills required.
  - Fluent/native English required; fluent spoken and written Mandarin preferred.