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### Institute/Center Director-Management

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**Job no:** 766365

**Work type:** Faculty/Academic Staff

**Major Administrative Unit / College:** Eli Broad College Of Business

**Department:** Eli Broad College Of Business Dean 10008118

**Sub Area:** FAS- Fac./Acad Staff

**Salary:** 90000.00-120000.00 Salary Commensurate with Experience

**Location:** East Lansing

**Categories:** Administrative/Business/Professional, Education/Training, Financial/Accounting, Research/Scientific, Student Services/Student Affairs, Human Resources, Advising/Counseling, Academic Management, Full Time (90-100%), Non-Union

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#### Working/Functional Title

Managing Director - Center for Ethical and Social

#### Position Summary

The Broad College of Business is committed to developing global transformational leaders who positively impact organizations and society. As part of this commitment, the College has long prioritized ethics and integrity as one of our key strategic themes, embedding these concepts in our curriculum, research, and student experiences. We intend to deepen our commitment to this theme by establishing the Center for Ethical and Socially Responsible Leadership to serve as the hub for enhancing our teaching and learning, research and scholarship, and outreach and engagement on these issues. This next chapter will seize our opportunity and fulfill our obligation to ensure equity and justice in the workplace, while preparing our students for the rising new business imperative of stakeholder capitalism that importantly considers not only the interests of shareholders but also customers, suppliers, employees, and communities.

We are seeking an inaugural Managing Director for the newly formed Center for Ethical and Socially Responsible Leadership. The Center's mission is to create, curate, and nurture curricular content and co-curricular experiences that lay a strong foundation from which students develop a deep understanding of ethical conduct and socially responsible decision-making. The Center will support research and scholarship that bridges theory and practice in ethics and social responsibility and establishes the Broad College faculty as thought leaders on these issues.

The Managing Director will be responsible for overseeing the successful delivery of Center initiatives and growing the Center into an important and impactful part of the college and partner across MSU's campus. The position will report to the Center's Faculty Director with an annual review performed by the Dean's Office. The ideal candidate is an ambitious, entrepreneurial, and organized self-starter who enjoys making connections with others. They understand how ethics, social responsibility and leadership apply to business environments. They have a passion for student development, and they have experience fostering collaborations and managing

multiple projects. Special emphasis for the position will be placed on creating opportunities for immersive student experiences in ethics and social responsibility.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

### Student and Faculty Engagement

- Engage with constituents across the Broad College of Business to infuse content related to ethics and social responsibility in college-wide activities, courses, research, student activities, and more. Serve as a champion for ethical and socially responsible leadership throughout the college.
- Provide support and mentorship for students engaged in work related to ethics and social responsibility, including the development of case competitions for students focused on these topics.
- Support faculty in curricular development and research projects that relate to the Center's mission, including creating new discipline specific electives on ethics and social responsibility.
- Work with department, unit, and program leads within the college to collaborate on ethics related initiatives.
- Help develop teaching materials related to ethics and social responsibility that are discipline specific and context rich.

### Center Development, Communications, External Relations

- Serve as the Center's central advocate and contact. Promote activities to students, faculty, and internal partners and share initiatives with relevant alumni and external partners. Represent the Center publicly in press and social media.
- Regularly engage internal and external advisory boards in the development of the Center's strategic priorities.
- Develop a robust portfolio of relationships with organizations willing to provide student projects that are focused on providing a positive societal impact. Cultivate long-term relationships with these organizations.
- Engage donors and corporate sponsors to fund the Center's activities. Evaluate opportunities for and build relationships with government, businesses, and relevant industries to enhance the student experience and engage with real world ethical issues.

### Center Management

- Serves as a liaison to related centers and institutes across the university
- Work with the faculty director to make the center financially sustainable and self-sufficient.
- Work with faculty director to create an annual budget for the center and manage that budget.
- Participate in hiring, directing and motivating staff as needed to support the growth of Center initiatives.
- In consultation with the faculty director and engaged stakeholders, determine the center's initial goals, multi-year strategic plan, and evaluation and assessment activities.

## Equal Employment Opportunity Statement

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, age, disability or protected veteran status.

## Required Degree

Masters -Higher Education, Leadership, or related

## Minimum Requirements

Master's degree in higher education, leadership, or related field; or MBA or PhD in business discipline. 3-5 years in corporate, academic or non-profit administration; or experience directing ethics/social responsibility program.

## Desired Qualifications

1. **LEADERSHIP** – the Managing Director must be passionate about the Center’s mission and able to inspire others to support its success. They must establish relationships within and outside the university, and they must be persistent in pursuing committed involvement.
2. **CONTENT EXPERTISE** – the Managing Director should have a solid grounding in business ethics or social responsibility, through academic training, research, and/or work experience. Master’s degree required; terminal degree preferred.
3. **STRATEGY** – the Managing Director must be able to prioritize the scope and sequence of Center activities to best meet the Center’s mission given the resources available.
4. **MANAGEMENT** – the Managing Director needs to adeptly manage multiple projects at different stages of completion with a variety of stakeholders. They will need to develop a system of processes to keep information organized and accessible to the relevant parties.
5. **FUNDRAISING** – the Managing Director should be prepared to engage with donors and corporate sponsors to secure resources that provide ongoing support of the Center’s activities.
6. **COMMUNICATION SKILLS** – the Managing Director needs to actively communicate to students, faculty, staff, and external supporters about the upcoming and ongoing initiatives of the Center. They need to be available for media inquiries and should promote the Center through social media outlets such as Twitter and LinkedIn.

## Required Application Materials

Cover letter and resume required.

## Together-we-will Statement

The university is requiring all MSU students, faculty and staff to be vaccinated against COVID-19 with limited exceptions. Learn more at: <https://msu.edu/together-we-will/>

## Special Instructions

Cover letter and resume required.

## Review of Applications Begins On

04/23/2022

## Website

[www.broad.msu.edu](http://www.broad.msu.edu)

## MSU Statement

Michigan State University has been advancing the common good with uncommon will for more than 160 years. One of the top research universities in the world, MSU pushes the boundaries of discovery and forges enduring partnerships to solve the most pressing global challenges while providing life-changing opportunities to a diverse and inclusive academic community through more than 200 programs of study in 17 degree-granting colleges.

**Advertised:** Mar 9, 2022 Eastern Standard Time

**Applications close:** Mar 9, 2024 Eastern Standard Time

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