



Centre for Global Studies

Director Position Description 2013

The policy on the *Duties and Responsibilities of Directors of Research Centres* can be found at: http://www.uvic.ca/universitysecretary/assets/docs/policies/GV0715_1069_.pdf. The duties of the Director of the Centre for Global Studies will also include the following:

- 1) facilitating research into global studies through the initial core themes: governance, environmental challenges, social justice, and culture and identity;
- 2) encouraging, developing and directing interdisciplinary research projects associated with the core themes;
- 3) establishing a Program Committee and Advisory Board;
- 4) providing collegial leadership to the centre's Program Committee and Advisory Board and for the selection of associates of the centre;
- 5) developing strong linkages with appropriate academic departments and units;
- 6) maintaining a collegial atmosphere among the director, faculty, staff, associates, and visiting researchers to create a supportive community of scholars;
- 7) collaborating with researchers and practitioners in other similar institutes and centres at Uvic and around the world and with independent scholars conducting research and teaching in the field of global studies;
- 8) encouraging and enhancing the teaching of courses and programs about global studies, in collaboration with academic units;
- 9) maintaining and furthering relationships with peers, policy makers and members of non-governmental agencies;
- 10) ensuring CFGS activities reach out to the external community in alignment with UVic's strategic priorities related to knowledge mobilization and civic engagement;
- 11) disseminating research findings through academic publications, policy reports, print and broadcast media, the Web and public presentations;
- 12) raising grant funds from external sources to support research and operations of the centre;
- 13) working with the Development Office and seeking other sources of funding to expand the centre's operating budget;
- 14) overseeing the day-to-day operations of the centre, including financial management, communications and human resources in collaboration with the regular staff of the centre and the centre administrator;
- 15) serving as a member of the Council of Centre Directors; and
- 16) reporting to the Vice-President Research or designate.