

The Daily Leader is the chief executive officer of UWC Connect and is appointed by the Board. He / she will report to and be supported by the Board – and will be responsible for the effective management and efficient day-to-day administration of UWC Connect within the strategic and financial framework established by the Board. The Daily Leader reports to the Chair of the Board and cooperates closely with the Rektor of UWC RCN and other members of the Central Management Team. He / she will be in charge of an important portfolio of responsibilities and will maintain the highest standard of personal and professional conduct when carrying out his or her duties. The duties associated with this position include:

- Ensuring that UWC Connect AS meets its mission, as stated in the statutes and in the agreement between the company and UWC Red Cross Nordic;
- Building a sound financial foundation for the company;
- Responsibility for identifying and securing new business opportunities to ensure optimal use of available capacity, and to engender profits for the company and its owners;
- Maintaining and developing business opportunities with business plans and budgets to be submitted to and approved by the Board;
- Building and maintaining productive relationships with co-operation partners and customers;
- Responsibility for generation of occupancy and running of activities at the Centre of Visitors throughout the year. This will also mean liaising with key persons at the College and the Rehabilitation Centre about use of their respective facilities;
- Working for the satisfaction and service of the customers in line with the values and mission of UWC and the Red Cross;
- Coordinating the implementation of UWC Red Cross Nordic policies and guidelines within UWC Connect AS., with special focus on building safe and sustainable activities customized to young people;
- Responsibility for establishing a documented formal and operation HSE-system, covering all aspects of the UWC Connect operations, including compliance with the 'internkontrollforskriften';
- Responsible for continued practical integration of Camp School, Outdoor Department and summer camps into UWC Connect AS;
- Forging a partnership with the Director of Development of UWC Red Cross Nordic in external (including alumni) relations and communication and in promoting public and private funding in order to support both the College and UWC Connect as a Centre for Visitors;
- Responsibility for recruitment and employment, in accordance with the agreement between the company and UWC Red Cross Nordic, and the management of personnel;
- Commitment to professional development in terms of management and core business of UWC Connect AS;
- Have a secretarial function for the Board of the company which includes a) preparing papers and proposals for decision and taking minutes and b) responsibility for registration at the Brønnøysund Register and with the Tax Authorities;
- In the final phase of the building process, attending building meetings and working alongside key personnel responsible from UWC Red Cross Nordic and other constituencies.

Qualities for this post:

Professional and personal integrity;

Creativity and business acumen;

Administrative efficiency;

The ability to communicate with clarity both in speech and in writing in English and Norwegian is preferable;

Outstanding communication and hosting skills;

Experience of managing people and of team membership;

Leadership capability with the capacity to inspire confidence and respect of colleagues and external constituencies;

An understanding of the particular nature of outdoor activities and the tradition of Friluftsliv;

Experience of working with children / youth in education and / or the field of Friluftsliv would be an advantage;

An understanding of, and support for, the UWC values and mission.

UWC Connect
January 2015

Application Process

Week 5	position advertised
Friday 13th February	Deadline for applications
Week 8	skype interviews for longlisted candidates
Friday 27 th February	Final interviews at UWC RCN for shortlisted candidates

Applicants should send a letter of application and curriculum vitae, including contact details of referees by email to the Rektor (Principal) at appointments@rcnuwc.no

