



## Cornell University Cornell in Washington

### **Cornell in Washington Director**

#### **The Program**

The Cornell in Washington Program (CIW) is one of the nation's finest DC-based academic programs, combining the resources of a renowned Ivy League university with the benefits of studying and working in one of the world's greatest capital cities.

CIW offers a transformative, applied learning experience. During the fall and spring semesters, the program is open to Cornell sophomores, juniors and seniors in any major, while the summer program is open to students from any university, anywhere. Students engage with the most pressing issues of the day as they live in the heart of our nation's capital, enjoy a once-in-a-lifetime internship, take world-class courses, and participate in community engagement projects.

CIW offers students the opportunity to work closely with Cornell faculty members who are experts in their fields. Under their leadership, students have access to notable speakers and behind-the-scenes opportunities, as well as individualized guidance on internship searches and access to CIW's resources.

Students can choose from fascinating courses that take advantage of CIW's location; benefit from practical instruction in research and research-paper presentation; intern at any of a thousand public agencies, non-profit organizations, or private firms; and gain real-world experience to strengthen their resume and expand their professional opportunities. Through relevant subject matter and related field trips, each class aims to draw on qualities and strengths unique to DC, while at the same time sustaining the values, challenges and academic excellence expected of a Cornell curriculum.

Through academic, professional development, and community engagement opportunities, Cornell in Washington gives students the chance to turn knowledge into action.

#### **The Position**

The Director provides leadership and strategic guidance for the Cornell in Washington (CIW) Program, working closely with the Associate Director and the Director of Administration, to ensure: excellence in the academic and internship programs to meet diverse and evolving student needs and interests; a supportive and protective living/learning community; effective strategies for maintaining awareness and interest in the program on campus; and efficient, supportive and accountable administrative systems and policies. The Cornell in Washington program will also be housed in the newly created School of Public Policy, so the Director will be expected to work closely with the School's leadership to imagine and realize synergies that this affiliation creates, while also insuring that the program serves students across the university. The position will require a 50% level of effort over a four-year period.

**Areas of responsibility include:**

- Organize the CIW Steering Committee on the Ithaca campus to advise the program.
- Contribute directly to the academic program by teaching one course per year.
- Maintain communication with program staff throughout the year through monthly visits, staff meetings, videoconferencing and emails as appropriate.
- Assist with the recruitment of faculty to teach courses.
- Work with departments and colleges to help navigate issues that could impede faculty or student participation in the program.
- Help to ensure equitable access of CIW to a diverse undergraduate population.
- Dedicate significant time and attention to reinforcing the university's commitment to diversity, broadly defined, and leading efforts to enhance the diversity of faculty, staff, and student cohorts.

**Challenges and Opportunities**

- Imagining and realizing opportunities afforded by CIW's transition to the School of Public Policy while insuring CIW continues to attract students from across campus.
- Working to grow undergraduate enrollments through recruitment and marketing.
- Working alongside CIW staff and faculty to steward the CIW Diversity, Equity and Inclusion initiative, both in terms of the student body and the program's offerings and faculty.
- Creating and sustaining long-term relationships with kindred communities (in particular, Cornell alumni) and organizations in DC, through both student and programmatic engagement.
- Ensuring that CIW is widely accessible to students of all majors and backgrounds across the university.
- Handling a residential program that is remote from the Ithaca campus.

**Qualifications:**

In addition to being a tenured faculty member, the following qualifications represent the broad set of skills and personal attributes deemed important for success as the next Director of the Cornell in Washington Program. While no candidate will embody every quality, the successful candidate will bring many of the following professional qualifications and personal assets:

- Demonstrated leadership skills.
- Sound and appropriate judgment in making decisions and recommendations; devotion to integrity, fairness, and the highest ethical standards.
- Excellent collaborative and interpersonal skills; past success in leading and mentoring a strong team.
- A deep understanding of the value of a diverse community.
- Ability to work effectively in an environment with ambiguity and uncertainty; and
- A policy-relevant research agenda.