

## EXECUTIVE DIRECTOR

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### EXECUTIVE DIRECTOR OF The

### UNITED STATES EDUCATIONAL FOUNDATION IN PAKISTAN

Applications are invited from American and Pakistani citizens for the position of Executive Director of the United States Educational Foundation in Pakistan (USEFP), the Fulbright Commission in Pakistan. USEFP is a bi-national U.S.-Pakistani educational organization based in Islamabad that administers the Fulbright Exchange Program, EducationUSA, and other international education and exchange programs. The Executive Director reports to a binational Board of governmental and non-governmental appointees and is the public face of the Commission.

**Responsibilities:** The Executive Director manages the overall operations of the U.S. government's flagship international academic exchange program between Pakistan and the United States, while developing, planning, and implementing a strategic vision to ensure the continued competitiveness of the Fulbright Program in Pakistan. The Executive Director manages and directs the administrative operations of the Fulbright Commission, leading a staff of up to 100 employees, within the framework established by the Board and the requirements of the two governments. They are also responsible for ensuring compliance with policies and legislation in both countries, and for responding to the changing needs and opportunities in Pakistan and U.S. higher education.

#### Preferred Qualifications:

- An advanced degree from a U.S. university or college;
- 10 - 15 years of relevant work experience in higher education and research, academic

mobility, educational exchange, budget allocation, and nonprofit management;

- Familiarity with U.S. and Pakistan higher education systems;
- Substantial experience in program, fiscal, and personnel management;
- Experience in developing strategic partnerships or fundraising;
- Strong interpersonal, public-speaking, and diplomatic skills;
- Commitment to Fulbright values and especially to fostering diversity and inclusion in the workplace, as well as in the Fulbright program;
- English fluency (Urdu not required).

The Fulbright Commission is an equal opportunity employer and welcomes qualified applicants without regard to ethnicity, race, color, religion, sex, age, national origin, disability, sexual orientation, or gender identity.

A one-year, renewable contract will be offered to the successful candidate. Salary will be commensurate with experience and qualifications. To apply, applicants must send a cover letter, CV, and three references to the Fulbright Pakistan Search Committee by May 10, 2024 to [PakistanFulbright@state.gov](mailto:PakistanFulbright@state.gov). Please note that the position will become available in January 2025.

Information about the J. William Fulbright Program can be found at <https://www.usefp.org> and <http://fulbright.state.gov>.

#J-18808-Ljbffr

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