Position Specification

Northwestern University

Executive Director of the Buffett Institute for Global Studies

Private and Confidential
Institute Vision
The Roberta Buffett Institute for Global Studies is a catalyst for fulfilling Northwestern University’s global strategic aspirations. In partnership with the University’s schools, institutes, and centers, as well as regional and global partners, the Buffett Institute elevates Northwestern’s engagement with the world—advancing critical thinking on global issues, promoting dialogues on international affairs and issues of global significance, and helping to prepare community-engaged global citizens. Through the Buffett Institute, Northwestern enhances its reputation for its cutting-edge, interdisciplinary research on globally relevant topics; outstanding training and experience for undergraduates, graduates and postdoctoral fellows; and a globally engaged and international student composition. Together Northwestern and the Buffett Institute will continue to attract top faculty, visitors, and leaders to educate our students and change the world for the better, at home and around the globe.

Institute Goals
- Partner with the University’s academic and administrative leaders to set and execute an ambitious vision for global leadership in research and education, which integrates and builds on the activities and strategies of Northwestern’s twelve schools and multiple institutes and centers, in collaboration with numerous regional and global partners.

- Build the Institute’s international reputation as a path-breaking place where the world’s top academic, business, and civic leaders come to engage in research and discussion on pressing global issues, while enhancing the student experience by offering innovative opportunities for students to engage with their community and the world.

- Further Northwestern’s leadership in attracting the world’s top students and preparing its graduates to thrive in a globalized world, in part through providing support for study and research abroad and other global learning experiences.

About Northwestern University
One of the country’s leading private research universities, Northwestern University has three campuses—Chicago and Evanston, Illinois in the U.S., and the Doha, Qatar campus, established in 2008.

The University has twelve schools and colleges, ten of which offer graduate and professional programs, on its Evanston and Chicago campuses, as well as its campus in Education City in Qatar. Northwestern is among the country’s most comprehensive private universities, with schools of business, law, medicine, education and social policy, communications, journalism, engineering, and music, as well as the college of arts and sciences. In addition to its schools, Northwestern has many internationally-renowned institutes and centers which support strong partnerships in interdisciplinary research that spans a wide spectrum of ideas including neuroscience, nanotechnology, biotechnology, astrophysics, data science, policy research, global studies, and sustainability and energy.
The Next Executive Director
The Executive Director of the Buffett Institute will be a public intellectual who has a well-articulated strategic vision; deep understanding of the faculty and student experience; ability to work successfully with deans and unit leaders from a wide range of institutions across Northwestern’s three-campus system; experience leading and managing teams in an academic environment; demonstrated collaborative leadership style; proven expertise in strategic planning and communications; an aptitude for fundraising or a willingness to develop these skills; eminence as a scholar in issues with global implications; extensive international networks; and a passion for the mission of the Institute and the University. The Executive Director of the Buffett Institute will be tenurable as a faculty member at the University and will report directly to the Provost.

Applications and Nominations
Nominations and expressions of interest will continue to be considered until the position is filled. The Search Committee will initiate the screening of candidates upon receipt of information. Nominations and/or letters of application, including current curriculum vitae, should be electronically sent to:

Buffett Institute Search Committee
c/o Mirah Horowitz
Russell Reynolds Associates
NorthwesternBuffettDirector@russellreynolds.com

Northwestern University is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities. Women, racial and ethnic minorities, individuals with disabilities, and veterans are encouraged to apply. Hiring is contingent upon eligibility to work in the United States.