## JOB DESCRIPTION

**Director of Lancaster University Confucius Institute**  
Vacancy Ref: A2318

<table>
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<th>Job Title:</th>
<th>Director of Lancaster University Confucius Institute (LUCI)</th>
<th>Present Grade:</th>
<th>SL/Professorial</th>
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### Languages and Cultures

**Directly responsible to:**  
Head of Department

**Supervisory responsibility for:**  
Deputy Director of the CI & CI Manager

**Other contacts**

DVC, Dean of FASS, Head of Department of Languages and Culture, Director of Lancaster University China Centre, Director of External relations (China), Chinese Director of CI

**Internal:**

Deans of Faculties, Head of Department of Languages and Culture

**External:**

Local communities, associated colleges, businesses, local government, South China University of Technology, Confucius Institute Headquarters P.R.C; Lancashire County Council; CBBC; Consulate General of the P.R.C. China in Manchester; Chinese Embassy in the UK; British Council; Regional and local Chambers of Commerce; NW Consortium of CIs; local schools.

**Major Duties:**

1) **Strategy and smooth operation of CI (60%):**
   - To develop the strategy for the CI, and to pursue model CI status.
   - In conjunction with the Deputy Director and CI Manager, produce an annual work plan and budget for the approval of the LUCI Board and Hanban and ensure its smooth execution with appropriate controls.
   - To work with local communities, associated colleges, businesses, local government and professional associations to promote the teaching of Chinese language and culture and facilitate mutual understanding between China and Britain.

2) **Developing the China agenda at Lancaster (20%):**
   - To work closely with the Dean of FASS and colleagues within the faculty as this is where language expertise resides.
   - To identify opportunities for incorporating credit bearing Chinese courses in degree programmes.
   - In conjunction with colleagues, including the Director of the Lancaster University China Centre, contribute to and enhance the research portfolio of the four faculties. More specifically, to support the innovation, management and sustainable development research and outreach agendas within the faculties.
   - To be personally involved in initiating and conducting research on China-related themes, including doctoral supervision and funding applications.

3) **Contribute to the enhancement of Lancaster University in China (20%):**
   - To provide expert advice on aspects of engagement in China and to raise our profile and reputation in China.
   - To assist in building and supporting existing academic links with top Chinese universities and institutes, including South China University of Technology, and to ensure that we maximize the synergies between these links and Lancaster University.
   - To liaise with the CI Headquarters to ensure quality of teaching and the supply of up-to-date teaching and other relevant material.