

## **Job Advertisement**

IESEG School of Management at Lille Catholic University seeks to fill a full time position for an **International Marketing and Student Recruitment Officer** to support its International Relations Department and Admissions Department in **Lille, France**.

### **Job description:**

- ❖ Conduct marketing activities for various IESEG degree programs internationally
- ❖ Develop communication efforts to attract international degree-seeking students
- ❖ Organize student recruitment linked with the Admissions Department
- ❖ Administration of scholarship programs
- ❖ Work with recruitment agencies and IESEG liaison bureaus
- ❖ Enquiry point for students and partner institutions for IESEG's Master of International Business program
- ❖ Maintain close liaison with the French government bodies abroad, namely the French Embassies and Consulates, CampusFrance and Alliance Française.
- ❖ Assistance in development of new collaborations and existing partnerships
- ❖ Participation in other tasks of the International Relations office.

### **Job qualifications:**

- ❖ Bachelor degree or higher
- ❖ At least 4 years of experience in international relations and/or marketing
- ❖ Skills in communication and marketing
- ❖ Native or fluent in English
- ❖ Knowledge of French or another language is an advantage but not mandatory
- ❖ Advanced in MS Office (Outlook, Word, Power Point, Excel)
- ❖ Capable of working under pressure on his/her own initiative
- ❖ Team player
- ❖ Enjoys working in an international environment contacts and negotiation
- ❖ Open minded and dynamic

### **Context:**

- ❖ IESEG is a top Business School with two campuses in Paris and Lille, France
- ❖ Bachelor, Master, MBA, EMBA
- ❖ More than 220 courses taught in English,
- ❖ Network of 130 partner universities worldwide,
- ❖ 2300 students, 300 outgoing students and 250 international incoming students,
- ❖ International staff (15 nationalities),
- ❖ Member of the "Conférence des Grandes Ecoles", EFMD and AACSB
- ❖ Founded in 1964 within Lille Catholic University (France's best private university)

IESEG is committed to educate future business executives to Master's level in economics and the full range of management disciplines. The school has achieved membership of the exclusive Chapter of Management Schools and with the Bachelor partially and the Master program fully taught in English, IESEG has established itself as an innovative, bilingual European business school with an international vision and a commitment to quality education with a campus in Paris and in Lille.

Interested candidates should visit IESEG's website at <http://www.ieseg.fr> for further information. Expressions of interest and nominations should be directed in an electronic application letter and CV until **November 16**, 2009 to Mathias Falkenstein, at: [m.falkenstein@ieseg.fr](mailto:m.falkenstein@ieseg.fr)

Salary depends on experience; please indicate recent salary and expectation in the application.