



*Preparing people to lead extraordinary lives*

**Loyola University Chicago**  
**Director, John Felice Rome Center**  
**Rome, Italy**

Loyola University Chicago (Loyola) seeks nominations and applications for the position of **Director, John Felice Rome Center**, located in Rome, Italy, to begin on July 1, 2021. Loyola is a private university founded in 1870 and is one of the nation's largest Jesuit, Catholic Universities, located in Chicago, IL. Loyola is a not-for-profit university consisting of eleven schools and colleges, with five locations in Chicago, one in Ho Chi Minh City, and its campus in Rome, Italy, providing educational services to approximately 17,000 students. Recognizing Loyola's excellence in education, *U.S. News and World Report* has ranked Loyola consistently among the "top national universities" in its annual publications.

The John Felice Rome Center (JFRC) has operated as a renowned institution for higher learning in Rome since its founding by John Felice as the Loyola University Chicago Rome Center for Liberal Arts in 1962. The JFRC has served as a fully equipped American campus, now located and recently renovated and expanded on Monte Mario, just 15 minutes North-West of Vatican City and Rome's historic center. Each year, approximately 500 undergraduate students pursue a semester of study abroad at the JFRC. Additional programs are offered in the summer for graduate and law students. Graduate programs at the JFRC include the PROLAW program, a Master's degree in the Rule of Law (LLM.) During the summer special courses are offered in Law, Education, Pastoral Studies, and Social Work. The Rome Start program, with 25 students per year, provides students with the opportunity to spend their first year in Rome, followed by completion of their undergraduate degree in Chicago. The staffing of the JFRC includes five full-time faculty and many adjunct professors, as well as 15 administrators and staff. For more information on the JFRC, its academic programs and student life, visit our website: <http://www.luc.edu/rome/index.shtml>

The successful candidate chosen to lead this global center should be a leader with a deep and abiding understanding of academic affairs, university business, student life, and Loyola's mission. The University seeks a leader of people and academic programs with the communication and interpersonal skills to convey a compelling vision for the JFRC, with opportunities of global engagement in Europe, Africa and the Near East. Absolutely essential are the personal qualities and professional experience necessary for effective internal and external advocacy, including a strong resonance with the Jesuit and Catholic dimension of the University in general and the JFRC in particular. The duties of the position will include:

- Serving as the Chief Administrator of the JFRC, responsible for academics, administration, finance, the Jesuit, Catholic mission of the University, residential activities, and reporting to the Associate Provost for Global and Community Engagement.
- Responsibility for the overall management, leadership, and direction of the JFRC's undergraduate and graduate programs, and any ancillary educational programs.
- Serving as the official University representative with Italian and Roman officials, and with externally contracted service providers.
- Leading and coordinating the work of Academic Affairs, Student Life, and Residence Life, including Operations, Administration and Facilities.
- Working closely with Campus Ministry, to support and coordinate the Jesuit, Catholic Mission of the University.

- Promoting the JFRC through effective relationships with parents, alumni, donors, and local community organizations.
- Collaborating with University Officers, Vice-Presidents, Provostians, and Deans, whose divisions and schools are critical to the Rome Center's operations and programming.
- Promoting and supporting student recruitment for the JFRC, including Study Abroad, Rome Start, PROLAW, and creating and cultivating collaborations with (potential) affiliated universities.
- Travel to Chicago for meetings with University leadership and to support and participate in on-going activities of the JFRC Alumni Board.

Qualifications:

- Master's degree (minimum) or doctoral degree (preferred), with at least 10+ years of progressive responsibility in higher education and in the on-site management and direction of a comparable overseas program or global center.
- Ability to work effectively with students, staff, and faculty representing diversity of identification, backgrounds, cultural, and national identities.
- Experience with effective fund-raising and alumni relations.
- Ability to promote the strategic goals of the University at large, including excellence in teaching, scholarship, global awareness, and service.
- Record of success in innovative planning, budgeting, project management, and structural organization in Study Abroad.
- Understanding of Loyola University's Jesuit, Catholic mission and heritage.
- Outstanding communication skills and the ability to communicate, both verbally and written, in English and Italian.
- Experience in the promotion and teaching of service learning and international service immersion.
- Ability, willingness, and possessing proper documentation to travel in and out of the U.S.

**Application Process: Loyola University Chicago will accept applications until Feb. 8, 2021.** Complete application materials must include a letter of application addressing educational and professional level of work experience and knowledge as it relates to all the required qualifications, and *curriculum vitae* or professional resume. Confidential applications may be made directly through our employment website: <https://www.careers.luc.edu/postings/14937>

As a Jesuit, Catholic institution of higher education, we seek candidates who will contribute to our mission and strategic plan to deliver a *Transformative Education in the Jesuit Tradition*:

<http://luc.edu/media/lucedu/president/pdfs/FINAL-LoyolaTransformativeEducation-2015.pdf>

Candidates are encouraged to consult our website to gain a clearer understanding of Loyola's mission at <https://www.luc.edu/mission/>.

Loyola University Chicago, as an Equal Opportunity/Affirmative Action employer, abides by all applicable provisions of federal, state and local law and has a strong commitment to hiring for our mission and diversity. Our full Non-Discrimination Policy can be found here:

<https://www.luc.edu/nondiscrimination.shtml>

Applications from women and minority candidates are especially encouraged. Loyola does not discriminate in its employment policies and practices on the basis of race, color, religion, national origin or ancestry, sex, sexual orientation, age, disability, marital status, protected veteran status or any other classification protected by applicable law.

January 19, 2021