



**A position as Programme Manager at the Nordic Centre, Fudan University, Shanghai, is now open for applications:**

## Work with Nordic research and education at one of China's top universities

The Nordic Centre has recently moved to its brand-new facilities – the 'Nordic Centre Building' – at Fudan University's main campus in Shanghai. The Centre is quickly developing into a key collaboration platform for its Nordic member universities and leading Chinese universities – with Fudan University as the natural base.

The Programme Manager acts as an important link between the Nordic Universities, Fudan and other universities in the region. The daily activities of the Programme Manager consist of managing a versatile Sino-Nordic research and education platform in collaboration with the Fudan Foreign Affairs Office. In addition, the Programme Manager also maintains and develops links between the Centre and the Nordic community in Shanghai.

The position is available from 1 December 2010 or as soon as possible thereafter.

### **Duties and responsibilities**

The primary assignments of the programme manager are to:

- manage and develop the Nordic Centre office and library
- handle the daily finances of the Nordic Centre
- develop and organize the various activities of the Centre such as conferences, seminars and workshops
- promote and support research and education projects
- support guest researchers and students from member universities
- act as a link between the Nordic members and the Nordic community in the Shanghai region

### **Qualifications**

A suitable candidate has:

- a Master degree from a Nordic university
- documented experience of working in higher education collaboration in a Nordic context
- documented proficiency in Chinese and English
- experience with financial project management

Work experience from China is an advantage but not a requirement. People working at a Nordic Centre member university are encouraged to apply.

The applicant should be a dynamic, self-reliant and enterprising person with excellent cooperation skills who can work independently with a broad range of tasks. He/she should be prepared to stay in the post for at least two years.



### We offer

- a unique working environment at a Chinese top university
- an international working environment
- extensive contacts with Nordic and Chinese universities
- extensive contacts with the Nordic community in China (consulates, innovation offices and companies)
- independent and varied tasks including employee responsibilities
- competitive salary

### How to proceed

Applications should include a CV, references and a salary request. The formal employer of the programme manager will be a Nordic member university of the Nordic Centre.

Further information can be given by Programme Manager Martin Bech, [mb@nordiccentre.org](mailto:mb@nordiccentre.org) / +86 139 1703 4050. General information about the Nordic Centre may be found at [www.nordiccentre.org](http://www.nordiccentre.org).

The application should be sent electronically to [registry@uta.fi](mailto:registry@uta.fi). Applications should reach us no later than noon (12.00 pm Finnish time) 15 October 2010.

Interviews in Shanghai are planned for 20-30 October and 5-8 November in Helsinki.



*The New Nordic Centre building at Fudan Campus, picture from May 2010 when the building was in the final construction phase.*

### THE NORDIC CENTRE – [WWW.NORDICCENTRE.ORG](http://WWW.NORDICCENTRE.ORG)

The Nordic Centre is a joint venture between Fudan University and 26 Nordic universities and research institutions to facilitate research cooperation, students exchange and collaboration with Shanghai based Nordic companies and national representations. The Nordic Centre is located at Fudan University in Shanghai. Current members:

**China:** [Fudan University](#) **Denmark:** [Aalborg University](#) | [Aarhus University](#) | [Copenhagen Business School](#) | [University of Copenhagen](#) | [University of Southern Denmark](#) **Finland:** [Aalto University](#) | [HANKEN School of Economics](#) | [University of Eastern Finland](#) | [University of Helsinki](#) | [University of Tampere](#) | [University of Turku](#) **Iceland:** [University of Iceland](#) **Norway:** [Norwegian School of Economics & Business Administration](#) | [Norwegian School of Management BI](#) | [Norwegian University of Science & Technology](#) | [University of Bergen](#) | [University of Oslo](#) **Sweden:** [Karolinska Institutet](#) | [Linköping University](#) | [Lund University](#) | [Royal Institute of Technology](#) | [Stockholm University](#) | [Uppsala University](#) | [Umeå University](#) | [University of Gothenburg](#) **Nordic:** [NIAS – Nordic Institute of Asian Studies](#)