



**VICE PRESIDENT, ACADEMIC EXCHANGE PROGRAMS  
PORTLAND, MAINE; WASHINGTON, DC; OR BOSTON, MASSACHUSETTES**

CIEE, the world's leading nonprofit international exchange organization, seeks a strategic, visionary, and operationally-sophisticated business professional to serve as Vice President of Academic Exchange Programs (Vice President). The Vice President will manage and develop all academic exchange programs for international (non-U.S.) students. As a member of the senior team, she or he will report to the Executive Vice President for Exchanges and work closely with the Senior Vice President for Strategy and Business Development. In addition to managing and scaling the CIEE's existing portfolio of high school exchange programs which support approximately 1800 students annually on both F-1 and J-1 visas, the incumbent will play a central role in shaping the long-term strategic direction of the division. In the near-term, the Vice President will execute a comprehensive strategy to expand CIEE's F-1 exchanges to the United States, with a focus on high school programming, college tours, and college counseling. In the longer-term, she or he will spearhead planning for and implementation of new lines of business that CIEE is considering such as "pathways programs" and other intensive English programs in the United States and locations abroad.

The Vice President will be responsible for developing and implementing annual budgets; overseeing recruitment, managing and mentoring talented, high performing teams to ensure the program's growth and visibility in a highly competitive market; monitoring governmental policy and requirements related to exchange programs; providing expertise about industry trends; meeting sales and enrollment targets; and ensuring that CIEE is the industry's leader in student safety and compliance. To strengthen current activities and identify future opportunities for international exchange, the Vice President will collaborate and consult with colleagues, external partners, stakeholders, and key governmental agencies, domestically and abroad.

For more information about CIEE, please visit <http://www.ciee.org>. All inquiries, nominations/referrals, and resumés with cover letters, should be sent electronically and in confidence to:

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Gail Gregory, Managing Associate  
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***CIEE is an Affirmative Action, Equal Opportunity Employer and encourages applications from women and minorities.***