



JOB DESCRIPTION

Position Title	Lead, Global Campus Development
Department	Office of Strategic Advancement and Institutional Development
Reporting To	Vice President, Strategic Advancement and Institutional Development

POSITION DESCRIPTION

Habib University is planning the development of a new 100-acre global campus, a substantial expansion from its current 6-acre, 1,400-student footprint. This is among the most consequential undertakings in the University's history, and one that invites careful reflection on the kind of institution Habib intends to become. The questions before us extend well beyond physical scale: they touch on the academic ambition of the University, the residential and intellectual life of its students, the structures through which it governs itself, and the ways in which it situates itself within Karachi, Pakistan, and the wider world. These questions deserve to be approached with rigor, openness, and an understanding of what has made Habib University distinctive thus far.

The Global Campus Initiative Lead will coordinate the programmatic planning for the new campus, working closely with the President, Vice Presidents, and other senior academic and student affairs leadership to translate the University's strategic priorities into a coherent plan. The role involves convening relevant academic and administrative stakeholders, engaging global partners and external experts whose experience can inform Habib's planning, and ensuring that the many interrelated questions of academics, student life, governance, and facilities are addressed in a structured and timely manner. The Lead will work with faculty, leadership, and partners to develop plans that reflect Habib University's priorities, including its commitment to interdisciplinarity, intellectual rigor, and a distinctively South Asian liberal arts and sciences identity.

DUTIES AND RESPONSIBILITIES

Programmatic Planning and Coordination

- ✓ Coordinate the development of a comprehensive programmatic plan for the new campus, ensuring alignment with the University's strategic priorities.
- ✓ Frame and structure the foundational planning questions, including target enrollment size, the residential-to-commuter ratio, the geographic catchment of the student body, and the implications of each for institutional operations.
- ✓ Develop scenarios, decision frameworks, and supporting analysis that enable University leadership to make informed choices.
- ✓ Maintain project plans, timelines, and milestones across the multiple workstreams of the initiative.

Research and Analysis

The lead will undertake the following in collaboration with internal and external partners.

- ✓ Conduct desk research on comparable institutions, academic models, residential campus practices, and trends in higher education that bear on the planning process.
- ✓ Design and administer surveys, focus groups, and other consultative instruments to gather input from students, faculty, staff, alumni, parents, and prospective applicants on questions relevant to the new campus.
- ✓ Synthesize findings from research, consultations, and external engagements into clear analytical briefs and recommendations for University leadership.
- ✓ Build and maintain a repository of evidence, case studies, and reference materials to inform ongoing decisions across the initiative.

Revision Date		Version	
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Academic Strategy

- ✓ Work with the strategy office, Vice President for Academic Affairs, and faculty leadership in examining the academic structure of the new campus, including whether to retain the current two-school configuration or consider additional schools, institutes, or interdisciplinary units.
- ✓ Coordinate consultations on new and existing academic programs across undergraduate, graduate, and continuing education, with attention to interdisciplinary opportunities, faculty capacity, and alignment to Habib’s liberal arts and sciences ethos.
- ✓ Gather and synthesize information on academic governance, departmental structure, and curricular models at peer and aspirant institutions globally, and present relevant findings for consideration by Habib’s academic leadership.

Student Life, Residential Experience, and Wellbeing

- ✓ Coordinate planning for a residential campus experience that is new to the institution, including student housing, dining, recreation, co-curricular life, and community formation.
- ✓ Support analysis of student health services, counseling, and clinical needs at the anticipated scale, and assist relevant teams in identifying appropriate service models for a residential population.
- ✓ Coordinate the assessment of admissions implications of a larger, partially residential campus, including questions of geographic reach, financial aid considerations, and the evolving student profile.

Institutional Design and Governance

- ✓ Work with senior leadership to identify gaps in the University’s current administrative and governance architecture that may require new or restructured offices, including Student Affairs, Academic Affairs, Residential Life, Campus Health, and Public Safety.
- ✓ Support discussions on governance structures, reporting lines, and operating models appropriate to an institution of expanded scale.
- ✓ Surface organizational questions that typically accompany growth, including faculty governance at scale and committee structures, for consideration by appropriate bodies

External Engagement and Partnerships in Collaboration with Strategy Office

- ✓ Identify opportunities for sustained partnerships that may contribute to the academic and intellectual life of the new campus over the longer term
- ✓ Cultivate and maintain relationships with peer institutions, academic experts, planners of academic spaces, and other global partners whose experience can inform Habib’s planning.

Facilities and Capital Planning

- ✓ Serve as the programmatic point of contact with the Facilities, Capital Projects, and Master Planning teams, translating programmatic requirements into space, infrastructure, and design specifications.
- ✓ Ensure that physical planning decisions are informed by the academic and student life plans developed through the initiative.

REQUIRED JOB SPECIFICATIONS

Required Qualification	✓ 16 years of education from an accredited institution, graduate degree in a related field.
Required Experience	<ul style="list-style-type: none"> ✓ Familiarity with higher education contexts is valuable. Candidates with strong planning experience from adjacent sectors will be considered. ✓ Demonstrated research and analytical skills, including the ability to design and execute desk research, surveys, and consultative studies, and to synthesize findings for senior audiences. ✓ Demonstrated ability to coordinate across senior stakeholders with differing perspectives, and to drive structured planning processes to clear outcomes. ✓ Strong written and verbal communication skills, including the ability to prepare materials of a standard suitable for Board-level consideration. ✓ Comfort working in ambiguous, foundational settings where questions are open and answers must be developed through consultation and analysis.

Revision Date

Version

Revision Date		Version	
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