Programme Manager– Executive Education – HKU Europe (Barcelona)

Introduction
HKU Europe is dedicated to delivering immersive, high-impact educational programmes that connect Asia and Europe through innovation, entrepreneurship, and global engagement.
We are seeking an experienced **Programme Manager– Executive Education** to lead the planning, coordination, delivery, and continuous improvement of executive education programmes in Barcelona and across Europe.

Key Responsibilities
- Lead the end-to-end planning, coordination, and delivery of Executive Education programmes, with primary responsibility such as the International CEO Programme, ensuring alignment with HKU's high academic standards and practical value.
- Act as the main point of contact for Chinese-speaking executives and corporate participants, ensuring effective communication, cultural understanding, and an excellent participant experience.
- Collaborate with academic leaders and faculty in Hong Kong and Europe to deliver high-quality executive learning experiences, including guest speakers, corporate visits, executive networking, and cultural immersion activities.
- Oversee all programme operations, including scheduling, faculty coordination, logistics, participant communications, budgets, and follow-up, working closely with internal teams such as Marketing, Finance, and Operations.
- Support Business Development during HKU Europe's initial development phase by identifying potential clients and partners, contributing to programme proposals, and developing relationships with Chinese and European companies, industry leaders, and institutional partners. Collaborate with the business develop team, while retaining primary responsibility for programme planning and delivery.
- Monitor programme performance and participant feedback to drive continuous improvement, client satisfaction, repeat business, and long-term partnerships.

Requirements
- Master's degree in Business, Management, Education, or a related field preferred.
- At least 8 years of relevant experience in executive education, corporate training, or programme management. Exposure to Business Development is an advantage.
- Fluency in Mandarin Chinese and English is required; Spanish is highly desirable.
- Experience working with Chinese executives and international corporate clients, with a strong understanding of Chinese and European business cultures.
- Proven ability to manage complex programmes and engage with senior executives, faculty, and international stakeholders.
- Strong service-oriented mindset to design and facilitate top-tier participant experience required by executive programmes.
- Strong project management, communication, organisational, and stakeholder relationship skills, with commercial awareness and an established professional network considered assets.
- Ability to leverage AI and emerging technologies to improve programme delivery and operational efficiency.
- Ability to work independently and collaboratively in a dynamic, multicultural environment.

What we offer
• Opportunity to join HKU's first European campus during its foundational stage.
• Dynamic, multicultural environment.
• Long-term career development opportunities.
• A highly competitive salary commensurate with qualifications and experience.

How to apply
Please send your updated CV by email to ssoens@hku.hk, with the subject line: Programme Manager– Executive Education – Casa Asia– your name. Review of applications will start as soon as possible and continue until the role is filled. HKU Europe is committed to fostering an inclusive, diverse, and respectful working environment and welcomes applications from candidates of all backgrounds.