

FACULTY-LED EDUCATION ABROAD PROGRAMS
A CONCISE OVERVIEW OF ROLES & RESPONSIBILITIES

Faculty Directors

The Faculty Director serves as the designated leader of a faculty-led education abroad program. Faculty Directors are responsible for the program design, all academic and curricular decision-making as well as onsite teaching for their program. Faculty Directors are also responsible for the complete in-country administration of their programs. Faculty Directors work collaboratively with their assigned Program Coordinator staff to navigate relevant policies, procedures and protocols of the education abroad process as well as recruit and advise students, develop and manage program logistics and manage risk factors.

Program Coordinators

The Program Coordinator serves as the designated administrative partner for Faculty-Led education abroad programs within the Education Abroad Office. Program Coordinators are responsible for working collaboratively with many different Faculty Directors in order to support the administrative development and implementation of their education abroad programs. Program Coordinators serve as a resource to help Faculty Directors navigate relevant policies, procedures and protocols of the education abroad process as well as recruit and advise students, develop and manage program logistics and manage risk factors.