

Job Description

Full-Time Faculty – Business Department

Position Title: Full-Time Faculty, Business Department

Location: On-Campus

Reports To: Department Chair, Program Director, Dean, or designated academic administrator

Classification: Full-Time Faculty

FLSA Status: Exempt

Position Summary

The Full-Time Faculty member in the Business Department is responsible for teaching undergraduate and/or graduate business courses, supporting student learning and development, contributing to curriculum growth, and advancing the mission of the university. This position requires a strong commitment to academic excellence, student engagement, professional integrity, and the integration of a Christian worldview into teaching, advising, service, and professional conduct.

The faculty member will serve students in a small, private, Christian higher education environment and should demonstrate a desire to prepare students for ethical leadership, professional competence, responsible stewardship, and service in business and organizational settings.

Essential Duties and Responsibilities

Teaching and Instruction

The faculty member will:

- Teach assigned courses in the Business Department, which may include areas such as management, marketing, economics, accounting, finance, business law, entrepreneurship, analytics, or related business disciplines.
- Prepare and deliver high-quality instruction in traditional, online, hybrid, and/or accelerated formats as assigned.
- Develop course syllabi, instructional materials, assignments, assessments, and learning activities that align with course and program outcomes.
- Use effective teaching strategies that promote student engagement, critical thinking, ethical decision-making, and practical application of business concepts.

- Maintain appropriate academic rigor while supporting students through clear communication, timely feedback, and accessible instruction.
- Evaluate student performance fairly and consistently according to university policies and stated course expectations.
- Incorporate current business practices, technologies, industry trends, and real-world examples into course content.

Christian Worldview and Mission Alignment

The faculty member must demonstrate a clear commitment to the Christian mission and values of the university. This includes:

- Integrating a Christian worldview into teaching, advising, curriculum development, and student interaction.
- Helping students understand business as a field that involves ethical responsibility, stewardship, service, leadership, and care for others.
- Modeling Christ-centered professionalism, integrity, humility, respect, and servant leadership.
- Encouraging students to consider how faith informs decision-making in business, leadership, management, finances, marketing, and organizational life.
- Supporting the spiritual and character development of students in a manner consistent with the university's mission and statement of faith.

Student Advising and Mentoring

The faculty member will:

- Advise students regarding academic progress, degree requirements, career goals, internships, and professional development.
- Mentor students as they prepare for careers, graduate study, leadership roles, and service opportunities.
- Assist students in developing professional skills such as communication, ethical reasoning, problem-solving, teamwork, and career readiness.
- Maintain regular office hours and be reasonably available to students outside of class.

Curriculum and Program Development

The faculty member will:

- Participate in the assessment, development, revision, and improvement of business courses and academic programs.
- Contribute to program review, accreditation-related work, curriculum mapping, and student learning outcome assessment.
- Help ensure that business curriculum remains academically sound, mission-aligned, professionally relevant, and responsive to student and employer needs.
- Support the development of new courses, certificates, concentrations, or programs as appropriate.

Institutional Service

The faculty member will:

- Participate in department meetings, faculty meetings, academic planning, and institutional initiatives.
- Serve on university committees as assigned.
- Assist with student recruitment, retention, advising events, assessment activities, and other departmental or institutional functions.
- Represent the Business Department professionally to students, families, alumni, employers, churches, and community partners.
- Support a collaborative academic culture within the department and across the university.
- Perform other duties as assigned.

Professional Development and Scholarship

The faculty member will:

- Remain current in assigned teaching fields through professional reading, continuing education, industry engagement, scholarly activity, or professional development.
- Pursue opportunities that strengthen teaching effectiveness, subject matter expertise, and Christian integration within the discipline.
- Participate in professional organizations, conferences, workshops, or community engagement as appropriate.
- Maintain professional standards consistent with the expectations of higher education and the university's mission.

Required Qualifications

- Master's degree in Business Administration or a closely related business field from an accredited institution.
- Commitment to the Christian faith and ability to integrate a Christian worldview into teaching and professional responsibilities.
- Demonstrated ability to teach business courses effectively at the college level.
- Strong communication, organizational, and interpersonal skills.
- Ability to work collaboratively with faculty, staff, students, and administrators.
- Commitment to student success, academic excellence, and professional preparation.
- Ability to use learning management systems, instructional technology, and standard business software.

Preferred Qualifications

- Doctorate in Business Administration or a closely related field.
- Prior teaching experience in higher education.
- Professional experience in business, management, leadership, entrepreneurship, marketing, accounting, finance, or related fields.
- Experience teaching online or hybrid courses.
- Experience with curriculum development, assessment, accreditation, or program review.
- Active involvement in a church or Christian ministry setting.
- Ability to teach across multiple areas of business.

Knowledge, Skills, and Abilities

The successful candidate should demonstrate:

- A strong understanding of business principles and their practical application.
- The ability to connect academic content with real-world business practice.
- A commitment to biblical ethics, servant leadership, and responsible stewardship.
- A student-centered approach to teaching, advising, and mentoring.

- The ability to work effectively in a small university environment where faculty often serve in multiple roles.
- Professional judgment, confidentiality, dependability, and integrity.
- Willingness to support institutional priorities beyond the classroom.

Physical and Work Environment Requirements

- Ability to teach in a classroom, online, and/or office setting.
- Ability to use a computer and related instructional technology.
- Ability to attend meetings, events, and university activities as required.
- Occasional evening or weekend responsibilities may be required for university events, recruitment, advising, or student activities.

Statement of Faith and Conduct

The faculty member is expected to support and uphold the Christian mission, values, and policies of the university. The individual must demonstrate conduct, character, and professional behavior that align with the institution's Christian identity and educational purpose.

Equal Employment Opportunity Statement

The university is committed to maintaining a Christ-centered academic community and seeks employees who support its mission and values. Employment decisions are made in accordance with applicable laws and institutional policies.