MAJOR PURPOSE
This fulltime position within the Bible & Theology Department at William Jessup University is responsible for quality preparation and delivery of course material—particularly related to Theology / New Testament scholarship—and participation in the initiatives of the Department and Division.

ROLE EXPECTATIONS
1. Teach 4 classes each semester;
2. Contribute as a member of the Bible & Theology Department by participating in regular meetings, planning, goal setting, assessment work, and University events;
3. Willingness to build and teach fully online courses;
4. Advise students on issues of curriculum, educational, and professional goals;
5. Ongoing professional development as appropriate to maintain expertise in University-level instruction;
6. Conduct research in area of expertise.

QUALIFICATIONS
1. Terminal degree (required); PhD (theology / biblical studies; preferred)
2. Three years of fulltime experience in higher education (desirable)
3. History of engagement in ministry through a local church

START DATE
January 2015

WORKING ENVIRONMENT / CONDITIONS
The employee is regularly in a typical office and classroom environment with adequate light and moderate noise levels. No hazardous or significantly unpleasant conditions. Air-conditioned buildings; tile, concrete and carpeted floors; adjustable workstation with ergonomic keyboard is provided.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION
While performing the duties of this job, the employee is regularly required to talk or hear and frequently required to stand, walk, sit, and use hands to handle files, computers, and phones; reach with hands and arms; stoop, and kneel. Frequent and regular repetitive movements required using the wrists, hands, and/or fingers. The employee will occasionally lift and/or move up to 30 pounds. Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The above statements and job description is intended to describe the nature and level of work being performed within this job. They are not intended to be an exhaustive list of all responsibilities, duties and tasks. Other similar or additional duties are to be performed or assigned. Job descriptions are not intended as and do not create employment contracts. William Jessup University maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

I acknowledge I have reviewed the content of this job description and understand that if I have any physical limitations or require any reasonable accommodations in order to perform my job, I must immediately inform administration.

_________________________  ____________________________
Employee Signature        Date

PENDING AVAILABLE FUNDING