MAJOR PURPOSE:
William Jessup University (WJU) is seeking a business professor with expertise in accounting and finance for Fall 2016. This position is a full-time faculty appointment comprised of teaching, service and scholarly activities for the traditional undergraduate business program. The teaching component is the largest area of responsibility and will primarily focus in accounting and finance; however, the successful candidate will have a wide business background and be able to teach a variety of courses.

ESSENTIAL FUNCTIONS:
- Develop curriculum
- Teach 3 courses per semester the first year and 4 subsequent years
- Able to teach courses in the MBA program or the evening business program
- Attend institutional/division/department meetings
- Advise students
- Provide research contributions to the profession

OTHER FUNCTIONS:
- Serve on committees as assigned
- Support the development of online and hybrid courses in the business program.
- Attend institutional/division/department meetings

QUALIFICATIONS
- Ph.D. or DBA in business from an AACSB or ACBSP accredited institution in a business discipline (An ABD will be considered if expected to be fully completed within one year.)
- Five years of experience in business
- College teaching experience in business is preferred
- Ability and willingness to work effectively with international students
- Some teaching experience at the MBA level is preferred
- Some online or hybrid teaching experience is preferred
- CPA is preferred
- International experience is preferred
- Entrepreneurial experience is a plus
- Sound Christian testimony with the ability to integrate faith and learning
- Subscribe to the statement of faith for William Jessup University
- Subscribe to the community covenant for William Jessup University

WORKLOAD
- Full time faculty is a 12-month contract position with effort balanced between teaching, service and research activities

MENTAL DEMANDS
- Ability to integrate Christian thought and values in all aspects.

PENDING AVAILABLE FUNDING
• Ability to engage in critical thinking and exercise independent judgment.
• Ability to maintain confidentiality and manage confidential information.
• Ability to communicate effectively in written and oral form.
• Ability to take initiative without direct supervision.

PHYSICAL DEMANDS
• Ability to stand, walk, and sit for extended periods of time.
• Visual acuity to read words and numbers.
• Sufficient hand, arm, and finger dexterity to operate a computer keyboard and other office equipment.
• Speaking and hearing ability sufficient to communicate in person or over the telephone.

WORKING ENVIRONMENT:
The employee agrees to promote the values and mission of WJU as a private Christ-centered University and live a life consistent with Biblical principles. All employees of the University are expected to firmly support without reservations the William Jessup University doctrinal statement of personal Christian faith and Community Covenant and Chapters.

Employee’s performance shall be assessed, in part, by meaningful progress in their Biblical spiritual formation role. This includes leading class devotions, leading a SFG (Spiritual Formation Group), or performing other duties consistent with Biblical spiritual formation role. The employee shall document their Biblical spiritual formation roles in partial fulfillment of the University Service requirements in their professional development and tenure evaluation processes.

WORKING CONDITIONS:
The employee is regularly in a typical office 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 40 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 may 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