



OAKWOOD UNIVERSITY

Employee Services/Human Resources

NOTICE OF AVAILABLE POSITION

POSITION: Assistant/Associate Professor (Management)

DEPARTMENT: Business & Information Systems

STATUS: Full-time; Regular

QUALIFICATIONS:

- Master's degree in teaching field required; Doctorate in Management/Human Resources preferred
- HR certifications preferred
- College/university level experience preferred; Human Resources work experience preferred
- Possess and exhibit strong Christian ethics
- Ability to maintain supportive climate; work as team player
- Ability to adapt to new situations and get along with others
- Must possess good time management and organizational skills
- **Must have a strongly expressed commitment to Jesus Christ and the teachings of the SDA Church as evidenced by regular SDA Church membership**

BRIEF DESCRIPTION OF DUTIES:

- Demonstrate appropriate scholarly activity by attendance at scholarly and/or participation in meetings/workshops/in-service training sessions.
- Attend and participate in professional societies and research, community involvement, continued improvement in teaching, and engagement in further study where possible.
- Fulfill his/her committee advising; teach undergraduate and graduate classes
- Advise up to 40 graduate and undergraduate students
- Provide academic surroundings that lead to quality academic programs
- Have an active membership in at least one learned society
- Attend monthly department and faculty meetings.
- Participate on department committees that support faculty and student endeavors
- Facilitate the integration of faith and learning and promote harmonious development of mind, body and spirit
- Serve on institutional committees and actively participate in university functions

SALARY: Commensurate with education and experience.

POSTING DATE: **May 23, 2019**

CLOSING DATE: **June 27, 2019**

HOW TO APPLY: **Interested persons must submit employment documents electronically:**

- Download the application **in Google Chrome**
- Open application **in Adobe Reader**
- Hit ‘Submit’ button.
- You will receive an auto reply confirmation once Employee Services has received your documents

REQUIRED DOCUMENTS:

- Application
- Vitae
- Copy of degree/transcripts
- Statement of Research/Teaching Interests
- 3 Letters of Recommendation

Oakwood University participates in  **EVerify**

****OAKWOOD UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER**

◆ **God First** ◆

7000 ADVENTIST BOULEVARD NW . HUNTSVILLE . ALABAMA 35896 (256) 726-7274