

King's College
Department of Management and Marketing
JOB DESCRIPTION

POSITION TITLE: Assistant Professor of Management

DEPARTMENT: Management and Marketing

SUPERVISOR: Department Chair, Marketing and Management

CLASSIFICATION: Faculty – Tenure Track

WORKING SCHEDULE: Full time – 9-month position

JOB DESCRIPTION: The William G. McGowan School of Business at King's College is searching for an assistant professor in management. The successful candidate is expected to demonstrate and maintain a commitment to teaching, producing scholarly research, and participating in service activities appropriate at an AACSB accredited business school.

REQUIRED QUALIFICATIONS:

- Ph.D. or D.B.A. in Management or related field qualified to teach within the field of Management from an AACSB accredited College or University.
- Commitment to quality teaching and engaged mentorship for student growth.
- Commitment to the mission of King's College and the William G. McGowan School of Business.

RESPONSIBILITIES:

- teach assigned classes per semester which could include operations management, principles of management and strategic management. Within these courses, prepare course syllabi, perform continuous improvement assessments, and evaluate student performance as assigned by the Chair and/or Dean.
- maintain scholarly activity consistent with AACSB guidelines within the field of management.
- maintain a positive attitude in dealing with students, faculty, and staff
- attend MSB faculty meetings and participate in MSB faculty committees
- assist in the development, review, and revising as necessary the mission statement for the program.
- assist with faculty recruitment
- participate in continuous self-study process of program evaluation in preparation for AACSB reaccreditation
- conduct open house sessions for prospective students as scheduled

- assist with design, implementation, coordination and evaluation of the program curriculum
- serve as faculty advisor to help students plan their academic schedules, monitor progress toward graduation, and offer mentorship
- participate in Business Advisory Council meeting
- maintain a minimum of five office hours per week

OTHER ELEMENTS:

- assume other activities and responsibilities as directed by the Department Chair and/or Dean
- complete college and community service yearly
- fulfill duties outlined under Faculty Responsibilities in the College's Faculty Handbook