



Position: Assistant, Associate, or Full Professor in the College of Business and Entrepreneurship

Department: College of Business and Entrepreneurship

Position Summary

North Greenville University is receiving applications for a full-time faculty position in the College of Business and Entrepreneurship beginning August 2022. Rank and compensation will be commensurate with experience. Ideally the successful applicant will hold an earned doctorate from an accredited institution in one of the functional areas taught in the Bachelor of Business Administration degree in the College of Business and Entrepreneurship. Previous university teaching experience is preferred. The successful candidate will have excellent organizational and communication skills and the ability to integrate biblical faith in the teaching discipline.

North Greenville University is a teaching university affiliated with the South Carolina Baptist Convention. Members of the NGU faculty are orthodox Christians who have a strong personal faith in Jesus Christ, are role models in their piety and ethics, maintain active membership in an evangelical congregation, and mentor students academically and spiritually. They are Christian scholars who reflect upon their discipline from the perspective of a biblical worldview and are expected to teach in accordance with, and not contrary to the university's Statement on Human Flourishing. All employees of NGU are required to abstain from illegal drugs and beverage alcohol.

RESPONSIBILITIES

- Teach 12 credit hours per semester
- Maintain office hours
- Advise students
- Serve on faculty committees
- Participate in campus events (e.g., chapel, convocations, graduation)
- Develop professionally through reading, practice, scholarship, and formal instruction
- Model genuine Christian faith in and beyond the classroom
- Intentionally and explicitly integrate the Christian faith with teaching and scholarship

QUALIFICATIONS

- Ideally an earned doctorate in one of the functional areas taught in the Bachelor of Business Administration degree in the College of Business and Entrepreneurship



- Previous university teaching experience is preferred.
- Excellent organizational and communication skills
- The ability to integrate biblical faith in the teaching discipline.

PHYSICAL REQUIREMENTS

- Visual Abilities: Read reports, create documents, and use a computer system.
- Hearing: Hear well enough to communicate with co-workers, vendors, and students.
- Dexterity, Grasping, Feeling, Write, type, and use the telephone, copier, and computer systems.
- Mobility: Open files and operate office machines; move between departments and attend meetings across campus.
- Talking: Frequently convey detailed or important instructions and ideas accurately, loudly, or quickly.
- Cognitive/Emotional: Ability to think critically and concentrate. Must be able to respond quickly to changes in conditions

WORKING RELATIONSHIPS

This position is a full-time hourly position. The CRM Systems Administrator is expected to collaborate with the institution's marketing, admission, alumni, and advancement engagement teams closely. The position reports to the director of university marketing and creative services. The nature of responsibilities makes it necessary to work in-person and on location with other team members.

WORK SCHEDULE

The Office of University Marketing and Creative Services is open Monday through Thursday, 8:30 a.m. – 5:00 p.m., and Friday 8:30 a.m. – 12:00 p.m. Summer hours may vary. Office hours are subject to change as deemed necessary. Occasional work on Saturdays, Sundays, and evenings will be required.

TRAVEL

Some travel will be required.

This job description in no way states or implies that these are the only duties to be performed by the employee. Employee will be required to follow any other instructions and to perform any other duties as requested by his or her supervisor.