



Job Title:	Instructor of Business	Hourly/Salary:	Salary
Department/Area:	School of Business, Economics, & Technology	Classification:	
Location:	Regional Centers	Travel Required:	
Reports To:	Dean – School of Business	Position Type:	Full-Time
HR Contact:	Jason Lawson	Date posted:	08/04/2020
Position Fill Date:	08/24/2020	Posting Expires:	
External posting URL:	www.campbellsville.edu		
Internal posting:	Human Resources Board		

Applications Accepted By:

Fax: (270) 789-5180

Email: jobs@campbellsville.edu

Subject Line: Instructor of Business

Attention: Jason Lawson

Mail:

**Director of Human Resources
Campbellsville University
1 University Drive, UPO 944
Campbellsville, KY 42718**

Job Description

Job Summary:

Instructor of Business

Job Responsibilities:

Teach full-time undergraduate courses in business at Campbellsville University centers (Somerset, Liberty, etc.), on campus, and online as needed; student advising in business, university service, professional service, and scholarly activities. Preference will be given to persons with a demonstrated record of excellence in teaching.

Skills/Qualifications:

Master's level or higher degree in business from a regionally accredited school. Evidence of teaching effectiveness and promise of succeeding in an environment committed to service and learning in a Christian environment. Must have or be willing to develop an appreciation for the mission of the University and the School of Business, Economics, & Technology.

Essential Duties:

- Working hours necessary to perform job requirements satisfactorily on a regular basis.
- Managing absences from work in a responsible manner to ensure service to university faculty, staff and students.
- Complying with Campbellsville University policies and practices and seeking clarification of them when necessary.
- Honor the mission of Campbellsville University and abide by rules and regulations and Standards of Conduct outlined in the Administrative Policies and Procedures Manual.



Campbellsville University is a comprehensive, Christian institution that offers pre-professional, undergraduate and graduate programs. The university is dedicated to academic excellence solidly grounded in the liberal arts that fosters personal growth, integrity and professional preparation within a caring environment. The university prepares students as Christian servant leaders for life-long learning, continued scholarship, and active participation in a diverse, global society.

The individual employee is expected to conduct him, or herself, both on campus and off, in a manner becoming an employee of a Christian institution, and the employee should uphold the highest standards of conduct in terms of honesty, truthfulness, respectful attitude, and conduct toward others. Each individual associated with Campbellsville University is to perform his or her daily responsibilities mindful of the intent of the institutional mission statement and core values.

Employees must be able to perform the essential functions of the position with or without reasonable accommodations.

Reviewed By:		Date:	
Approved By:	Jason Lawson	Date:	08/04/2020
Last Updated By:		Date/Time:	
Internal Post Date:	08/04/2020	External Post Date:	08/04/2020