

Position Announcement for Part-Time Economics Instructor

Geneva College invites applications for a part-time Economics Instructor. The position begins March 2013 and will remain open, until filled. Minority and female applicants are strongly encouraged to apply.

Job Summary:

Geneva College invites applications for one part-time economics instructor in the Department of Business, Accounting, and Management to teach Managerial Economics to graduate students in the MBA program. The position begins March 2013. The selected candidate will teach Managerial Economics at the Regional Learning Alliance (RLA) in Cranberry.



The primary responsibilities and must have knowledge of include:

Responsible for providing quality instruction in managerial economics to students through well prepared classes, relevant assignments, fair and holistic assessment of learning, clear documentation of student progress.

Selected candidates will be expected to:

- Teach assigned courses
- Adequately prepare all course materials and lessons (Note preparation time will vary based on instructor experience in teaching that course)
- Provide each student with clear course expectations, evaluations and timelines through carefully written topical outlines and approved, standardized syllabus
- Provide interesting and relevant assignments for students that demonstrate learning outcomes in a real-life setting
- Suitably challenge, engage serve and communicate with students to encourage their participation and learning while maintaining mutual value and respect
- Complete grade books, final grade sheets, learning assessments and final exam assessments on a timely basis
- Respond to student questions on a timely basis
- Ensure course and program learning outcomes are delivered as defined by the syllabus

Personal Qualities - Christian Commitment

The successful candidate will be a thoughtful and articulate Christian and an active member of a Protestant evangelical church. Preference will be given to the candidates who support and have an articulate understanding of the Reformed faith. The individual must understand and support the College's Foundations for Christian Education by expressing an evangelical Christian profession of faith and demonstrate the ability to integrate a Christian perspective in their work.

Education and Experience:

Candidate must have obtained at least a conferred Master's Degree from an accredited U.S. college/university or international equivalent. PhD preferred.

Application/Inquiry Process:

Application materials should include:

1. a letter which addresses the candidate's interest in this position and the specific skills and qualifications related to the position
2. a resume
3. a statement of faith outlining the candidates relationship to Jesus Christ, including a narrative of your past and present church involvements
4. at least 3 references (including names, addresses, e-mail addresses, and telephone numbers)
5. A completed faculty employment application (available at www.geneva.edu/page/employment)

SUBMIT MATERIALS TO:

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