



Job Description

Position Title:	Assistant or Associate Professor		
Business Unit:	Business Administration	Status:	Full-Time
Reporting to:	Vice President of Academic Affairs	Salary Range:	(Range \$65,000 - \$75,000)

Background:	<p><u>University Overview</u> Founded in 1893, Southwestern Adventist University is a 501(c)(3) faith-based institution located in Johnson County, Texas. As the only four-year degree-granting university in the county, Southwestern Adventist University is an important community stakeholder that links education with action by building knowledge, increasing faith, and providing service.</p> <p><u>University Vision</u> Southwestern Adventist University seeks to be a community that supports academic, spiritual, physical, and emotional wholeness encouraging all members to find their purpose and lead lives of service.</p> <p><u>University Mission</u> The University's Mission statement is "Inspiring knowledge, faith, and service through Christ-centered education."</p>
Position:	Southwestern Adventist University seeks a dynamic and versatile faculty member to join the Department of Business. While expertise in Accounting is preferred, we welcome applicants from across the business disciplines—including Finance, Business Analytics, Management, Marketing, Entrepreneurship, and Information Systems—who can contribute to the department's diverse offerings and mission. The ideal candidate will combine strong teaching skills, evidence of (or potential for) scholarly activity, and a commitment to mentoring students both academically and professionally.
Responsibilities:	<ul style="list-style-type: none">Teach undergraduate courses in Accounting and/or other business disciplines depending on expertise.Advise and mentor students, including guidance in senior projects and career planning.Contribute to curriculum development, assessment, and accreditation processes.Maintain active scholarly engagement and professional growth.Serve on departmental and university committees and engage in community and industry partnerships.Support the spiritual mission of the University through Christ-centered teaching and service.

Primary Requirement:	<p>Must have strongly expressed a commitment to Jesus Christ, the teachings and mission of the Seventh-day Adventist Church, be a member of the Seventh-day Adventist church in good and regular standing, and have a desire to serve in a cooperative, spiritually redemptive, and soul-winning atmosphere.</p>
Knowledge, Skills & Abilities:	<p>Minimum Qualifications</p> <ul style="list-style-type: none"> • Master's degree or Doctorate in Business or a related field from a regionally accredited institution • Demonstrated excellence or strong potential in teaching. • Strong communication and technology skills, including proficiency with MS Office. • Commitment to student engagement, mentorship, and professional preparation. <p>Preferred Qualifications</p> <ul style="list-style-type: none"> • Professional certifications (e.g., CPA, CMA, CFA) or significant professional business experience. • Ability to teach across multiple disciplines: (Finance, Management, Analytics, Marketing, IS, etc.). • Familiarity with business software and tools used in professional practice. • Evidence of scholarly activity, community engagement, or professional service.
Work Conditions & Environment:	<p>Occasional: Evening or weekend responsibilities for events, recruitment activities, or committee assignments. Limited travel may be required for professional development, conferences, or university-related functions.</p> <p>Environment: Office and classroom setting with regular interaction with students, faculty, and staff.</p> <p>Work Hours: Standard university business hours (Monday–Friday), with teaching assignments that may include daytime or evening classes. Additional hours may be required for meetings, grading, and service responsibilities.</p> <p>Physical Requirements: Must be able to lift and carry up to 20 lbs. and perform routine tasks such as sitting, walking, typing, standing, and presenting for extended periods.</p> <p><i>The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.</i></p>
<p><i>This job description is not intended to be complete or limiting – the role will require a proactive and flexible approach to be successful.</i> Southwestern Adventist University complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities.</p>	