

Located on Southern California's picturesque Palos Verdes Peninsula, Marymount California University (MCU) provides a student-centered, Catholic learning environment for students of all faiths who seek to transform their lives and achieve their academic, professional and life goals. MCU offers Bachelor's degree programs in Accounting, Biology, Business, Criminal Justice, Digital Communication, Management, Psychology and Multi-disciplinary Studies, and a Master of Business Administration (MBA). MCU promotes real world learning and values a holistic, interdisciplinary approach in all programs. At Marymount, our caring faculty and staff are the catalyst for the remarkable transformation taking place in our students and for the meaningful integration of teaching, learning, scholarship, and service.

**ASSISTANT or ASSOCIATE PROFESSOR of BUSINESS/
MANAGEMENT
with HALF LOAD for DEPARTMENT CHAIR/DEAN
ADMINISTRATIVE RESPONSIBILITIES**

Full-time Faculty position effective August 2018

MCU is seeking to add a full-time faculty position in Business at the Associate Professor or Professor rank, with a partial teaching load and Department Chair responsibilities to lead and support the BA in Business, BS in Management, BS in Accounting, and the MBA programs. The successful candidate will thrive on a combination of academic and administrative work, inspire and support faculty and students, enjoy the interdisciplinary community of a small Catholic University, work closely with the administration, foster a positive presence for MCU's Business programs within the University and in the broader community, and steadily strengthen the program's reputation. Dean title possible.

SUMMARY OF ESSENTIAL RESPONSIBILITIES

1. Provide administrative leadership to the division of Business and Economics.
This includes planning course offerings, scheduling classes, hiring adjuncts as needed, verifying syllabi, mentoring faculty, and reviewing student petitions. Coordinate and review assessment of student learning; prepare the Department's Annual Report; and lead periodic program review of the Business programs. Serve on Provost's Council and on the Curriculum Review Committee. Some work occurs over the summer.
2. Teach 3 course sections per year in the BA, BS and/or MBA programs.
Options may include Organizational Management, Marketing, Leadership Seminar, Data Analysis or other programmatic areas aligned with faculty member's disciplinary expertise; in face to face, hybrid or online modality.
3. Help promote the Business programs and participate in the life of the University. Represent the Business programs at admission events as well as with the external community.

QUALIFICATIONS AND REQUIREMENTS FOR THE POSITION:

- Ph.D. or comparable terminal degree in Management, Business, Finance or related field.
- College teaching experience. Advising experience is a plus.
- Academic administrative experience. Experience working productively and collaboratively with faculty, students, and University staff.
- Strong interpersonal and communications skills.
- Hands-on approach with capable organization skills and attention to detail.
- Enthusiasm developing and promoting real world learning opportunities and internships.
- Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of University students and community partners.
- Commitment to professional growth and development. Commitment to continued innovation and improvement in linking teaching, learning, scholarship, and service.
- Collegiality in working with students, faculty, staff, administration and the broader community in support of the institution's mission, strategic direction, and programmatic needs.

REMUNERATION

Salary commensurate with rank and experience. Marymount California University has an excellent benefits package including health benefits, life insurance, TIAA CREF retirement plan, tuition exchange and tuition remission programs, and other benefits.

APPLICATION PROCESS:

Candidates should send a letter of application including a cover letter, statement of teaching philosophy, curriculum vitae, list of three references, and transcripts to Karen Thordarson, Director of Human Resources, Marymount California University, 30800 Palos Verdes Dr. East, Rancho Palos Verdes, CA 90275-6299. Please send application materials electronically through our PayCom link. Preferred application deadline is March 15^h, 2018. Visit our web site at www.marymountcalifornia.edu.

MARYMOUNT CALIFORNIA UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER

The University welcomes applications from diverse candidates and candidates who support diversity