

Virginia Union University
Announcement
BUSINESS ADJUNCT FACULTY POOL

The Sydney Lewis School of Business is currently seeking applications for an adjunct pool for our business subjects. The pool is continuously open and applicants are contacted as our needs arise.

Minimum Qualifications: Sufficient graduate credit hours in the subject taught. A Master's degree from a regionally accredited institution is required. A Ph.D. is preferred. Official copies of college transcripts must be on file by the appointment date for the successful candidate selected. Teaching experience, service, and record of scholarly activity appropriate to the rank is desirable.

Knowledge/Skills and Abilities: A dynamic individual to teach courses in the designated disciplines. General Responsibilities: The adjunct faculty member shall be responsible for the following: teaching assigned classes under the supervision of the dean and department chair; helping students fulfill their maximum potential in mastering course content; assessing student learning outcomes; maintaining a thorough and up-to-date knowledge in his/her regular teaching field; continuing professional development; utilizing current technology in the performance of job duties; maintaining standards of professional conduct and ethics appropriate to the professional position; assisting with articulation and curriculum development and review; assuming other responsibilities as assigned by the dean; and fulfilling other duties and responsibilities of an adjunct faculty member as outlined in the college faculty handbook.

Successful applicants must have sensitivity to and understanding of the diverse academic socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of university students, including those with physical or learning disabilities as it relates to differences in learning styles. Selected applicants may be required to submit to a background investigation. VUU is an Equal Opportunity, Affirmative-Action Institution committed to cultural, racial, and ethnic communities and compliance with the Americans with Disabilities Act. It is expected that successful candidates share in this commitment. Persons who need reasonable accommodations under the Americans with Disabilities Act to participate in the application process should contact the Office of Human Resources at 804.257.5841.

Date: Review of applications are continuous. Candidates will be contacted should the need arise in a given semester, including fall, spring and summer sessions.

Contact: For qualified applicants, the application packet should contain a letter of interest, curriculum vita, philosophy of teaching, a copy of graduate transcripts, sample syllabi, and three current letters of recommendation (at least one of which addresses teaching qualifications). In addition, applicants should provide a list which classes they can teach, provide brief descriptions of the courses indicating course level (e.g. freshman, upper division, graduate, etc.) and indicate which delivery modes they can teach in such as traditional, hybrid, on-line, etc.

Mail complete package to the following address: Virginia Union University, Office of Human Resources, Attn: Dean, Sydney Lewis School of Business, 1500 North Lombardy Street, Richmond, VA 23220. Application packets may be e-mailed to Resumes@vuu.edu. Please call 804- 257-5841 with any questions.