



**Organization:** Virginia Union University (VUU)

VUU, founded in 1865, is one of the oldest historically black colleges in America, and is a premier liberal arts institution located in Richmond, Virginia. The University is accredited by the Southern Association of Colleges and Schools and provides a nurturing, intellectually challenging and spiritually enriching environment as it develops scholars, leaders, and lifelong learners. Virginia Union University has a student body of approximately 1700 undergraduate and graduate students (in the School of Theology).

**Organizational Contact:** Ms. Deborah Jones, HR Director

**Position Title:** Business Adjunct Faculty Pool

**Position Type:** Part-time

**Job Description:** 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. 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.

**Requirement/Qualifications:** 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.

**Salary:** Commensurate with Education and Experience

**How to Apply:** For qualified applicants, the application packet should contain a cover letter, resume, and a list of three professional references along with contact information. Submit complete packet electronically to [Resumes@vuu.edu](mailto:Resumes@vuu.edu)

Persons who need reasonable accommodation under the Americans with Disabilities Act to participate in the application process should contact the Office of Human Resources at 804-257-5841.

The selected applicant may be required to submit to a background investigation. VUU is an Equal Opportunity Employer. We consider qualified applicants without regard to race, color, religion, sex, national origin, sexual orientation, disability, gender identity, protected veteran status, or other protected class.

The review of applications is continuous. Candidates will be contacted should the need arise in a given semester, including fall, spring and summer sessions.