



JOB TITLE: Full-Time Faculty
DEPARTMENT: Business (Traditional Undergraduate)
CAMPUS: Rocklin
SUPERVISOR: Dean, School of Business, Arts & Humanities
FLSA STATUS: Exempt

MAJOR PURPOSE

Jessup University invites applications for a full-time, tenure-track faculty position for the School of Business, Art & Humanities to begin the 2026 -2027 academic year. Responsibilities include teaching, advising, supervising internships, and other faculty responsibilities as assigned.

Guided by faith, Jessup University is committed to cultivating a community that embraces Unity in *Diversity*. We welcome individuals who share this calling and desire to contribute to a Christ-centered environment defined by excellence, inclusivity, and faithfulness.

This is a fully on-campus position . The position is required to attend on-campus meetings, events, commencement ceremonies, etc. which may require occasional nights and weekends.

The pay range for the entry level (Assistant) rank is generally: \$65,000 - \$85,000 annual. Individual pay is determined by a number of factors including relevant education and training, academic and related experience, high demand disciplines, location, and job-related skills.

Position opening 2026-2027, pending available funding.

ESSENTIAL FUNCTIONS

- Supports and oversees the mission, goals, and objectives of the Business program
- Integrates Business programs and curriculum with plans and goals of the School and Jessup University
- Develops, teaches, and designs courses within the Business undergraduate and graduate programs for a variety of modalities, as needed.
- Oversees student experience in the program from recruitment to advising to support in securing placement in career or graduate studies.
- Manages program budget and funding opportunities
- Interfaces with institutional and academic councils and committees for policy and program priorities as requested
- Remains current on latest developments of the discipline and oversee related research and other initiatives for the Business program
- Builds and strengthens external relationships with the Business advisory group, local business community, alumni, donors, and partners.

QUALIFICATIONS

Education/Certifications

- PhD, DBA, or other terminal degree in a related field
- Master's degree in Business or related field of study with extensive professional experience may be considered

Required Knowledge/Experience

- At least three years of college teaching experience consistent with Assistant or Associate Professor level, or comparable professional experience
- Knowledge of and experience in meeting ACBSP accreditation standards

Skills/Abilities

- Demonstrated ability to engage students in learning both in the classroom and online
- Excellent interpersonal skills and ability to maintain an effective working relationship with administration, faculty, and staff
- Effective policy, management, and administrative skills with demonstrated leadership capacity and achievements
- Sound Christian testimony with an ability to integrate faith into teaching and coursework.

WORKING ENVIRONMENT

The employee agrees to promote the values and mission of Jessup as a private Christ-centered University and live a life consistent with Biblical principles. All employees of the University are expected to firmly support without reservations the William Jessup University doctrinal statement of personal Christian faith and Community Covenant and Chapters.

Employee's performance shall be assessed, in part, by meaningful progress in their Biblical spiritual formation role. This includes leading class devotions, leading a SFG (Spiritual Formation Group), or performing other duties consistent with Biblical spiritual formation role. The employee shall document their Biblical spiritual formation roles in partial fulfillment of the University Service requirements in their professional development and tenure evaluation processes.

WORKING CONDITIONS

The employee is regularly in a typical office environment with adequate light and moderate noise levels. No hazardous or significantly unpleasant conditions. Air-conditioned buildings; tile, concrete, and carpeted floors; adjustable workstation with ergonomic keyboard is provided.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

While performing the duties of this job, the employee is regularly required to talk or hear and frequently required to stand, walk, sit, and use hands to handle files, computers, and phones; reach with hands and arms; stoop, and kneel. Frequent and regular repetitive movements required using the wrists, hands, and/or fingers. The employee will occasionally lift and/or move up to 20 pounds. Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The above statements and job description are intended to describe the nature and level of work being performed within this job. They are not intended to be an exhaustive list of all responsibilities, duties and tasks. Other similar or additional duties are to be performed or assigned. Job descriptions are not intended as and do not create employment contracts. Jessup University maintains its status as an at-will employer. Employees may be terminated for any reason not prohibited by law.

I acknowledge I have reviewed the content of this job description and understand that to perform this job successfully, I must be able to perform the essential duties with or without accommodation. If I am requesting any reasonable accommodations in order to perform my job, I must immediately inform my supervisor or Human Resources.

Employee Signature

Date