



JOB TITLE: ACCOUNTING FACULTY (CORE-FT)
DEPARTMENT: SCHOOL OF BUSINESS
SUPERVISOR: DEAN
FLSA STATUS: EXEMPT

MAJOR PURPOSE:

The School of Business is seeking a full-time accounting core faculty member for the Bachelor of Accountancy (BAcc), and Bachelor of Science in Business Administration (BSBA) programs to advance the mission of Jessup University. The candidate will be involved in the quality preparation and delivery of course material, curriculum development, and program leadership & expansion. The candidate must demonstrate proven leadership, and pedagogical expertise. This is a tenure track position, beginning with the rank of assistant professor.

This position is a minimum of 80% in person, on campus in Rocklin.

The pay range for this position 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.

ESSENTIAL FUNCTIONS:

- Teach eight (8) courses each academic year in specialized areas (accounting/finance), evaluate, provide useful feedback, and grade students' work, assignments, and progress.
- Provide leadership and guidance for course development, research opportunities, management of advising and collaboration with program Leads and Deans.
- Work closely with the Master of Accountancy (MAcc) Program Director and promote the combined BAcc/MAcc Degree Program. Assist in the recruitment of high school seniors and community college accounting transfers into the combined BAcc/MAcc Degree Program.
- Assist in the coordination and expansion of the undergraduate accounting/finance internship function with local CPA & CFP firms, and accounting/finance departments of local organizations.
- Provide student supervisory oversight when indicated.
- Work in a collaborative manner with other colleagues to provide exemplary academics.
- Assist in the development, evaluation, and implementation of BAcc assessment programs.
- Provide academic and administrative perspectives when reviewing and recommending policies, budget decisions, and advice on hires within the BAcc program.

QUALIFICATIONS:

- Sound Christian testimony with the ability to integrate faith and learning.
- A proven and effective servant-leader
- Familiarity with relevant accounting and finance topics and technology.

EDUCATION/CERTIFICATIONS:

- A master's degree in accounting or higher from an accredited institution which includes course work in financial reporting, intermediate accounting, taxation, and audit.
- Certified Public Accountant (CPA) designation (active license preferred but inactive acceptable).

REQUIRED EXPERIENCE:

- At least 10 years of relevant accounting, finance, or related experience.
- Experience teaching college accounting and/or finance courses at the undergraduate and graduate level. 3+ years preferred.
- Preferred: experience designing college level courses in all modalities (face to face day, evening, weekend formats, remote/synchronous, fully online/asynchronous, etc.)

ABILITIES:

- Ability to work effectively with a diverse student and faculty/staff population.
- Ability to integrate Christian thought and values in all aspects.
- Ability to engage in critical thinking and exercise independent judgment.
- Ability to maintain confidentiality and manage confidential information.
- Ability to communicate effectively in written and oral form.
- Ability to take initiative without direct supervision.

WORKING ENVIRONMENT:

The employee agrees to promote the values and mission of William Jessup University as a private Christ-centered University and live a life consistent with biblical principles. The employee shall conduct himself/herself in a manner consistent with the Community Covenant and Statement of Faith.

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 the 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, air-conditioned office environment with adequate light; moderate noise levels; and tile, concrete, and carpeted floors. There are no hazardous or significantly unpleasant conditions.

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, crouch 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. William 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