

Adjunct Faculty – Graduate/MBA (Online)

Institution: Webber International University
Location: On-line
Category: Adjunct Faculty – MBA/Graduate/College of Business
Type: Part-time

Join our dynamic team at Webber International University as Adjunct Faculty for our online (Fall 2024, on-going) MBA/Graduate programs. Under the guidance of the MBA Graduate Program Director, you will ensure seamless delivery of courses in alignment with university, accreditation, and state standards, contributing to Webber’s mission and programs.

General Description of Position

Adjunct faculty will be responsible for creating a learning environment that assists students in reaching their goals. Your responsibilities include conducting 8-week online courses through our learning management system, engaging actively with students, providing timely feedback, and maintaining records while supporting retention efforts.

Course appointments are awarded on a term-to-term basis and are based on university enrollment. Work schedule varies according to teaching assignment, class schedule, and the needs of the university and the college. Employment is considered part-time/temporary, and compensation is competitive based on teaching load and degree type. Background checks are required of all appointed candidates.

Unofficial transcripts must be included in applicant packet. Appointed candidates will be required to submit official transcripts prior to start date.

We are seeking individuals with a terminal degree (preferred) or master’s degree with 18 graduate credit hours in a discipline or closely related field. Industry experience and prior college-level teaching are preferred; ABDs or master’s degree holders with relevant experience are encouraged to apply.

At this time, we are looking for faculty that can teach in these disciplines:

Accounting	International Business
CIS	Management
Criminal Justice	Marketing
Finance	Sports Business Management

Responsibilities include:

- Provide instruction for assigned course(s). This includes preparation for in-class education activities, evaluation of student’s work, consultation with students outside of class, maintenance of currency in the subjects taught.
- Maintain accurate class and other records as required by the university.
- Submit, when due, attendance roster and grade reports.

- Maintain office hours each week.
- Create, encourage, and maintain an inclusive environment that respects multiple learning styles.
- Work effectively to meet the needs of diverse student populations.
- Use observational, oral, and/or written assessments to direct and enhance learning in a timely manner.
- Use current and emerging technologies and alternative delivery methods to enhance student learning.
- Maintain positive working relationships with faculty, staff, and administration.
- Encourage students' professional development and discipline exploration.
- Practice and promote academic excellence and scholarship.
- Demonstrate commitment to professional development.
- Able to respond/assist students with questions and concerns in a timely manner.
- Observe college policy and procedures.
- Other duties as appropriate.

How to apply

Please submit the following items in **PDF form** to mbamailbox@webber.edu:

- Subject line of: ***MBA Online Adjunct Position Applicant***
 - Cover letter
 - CV
 - Unofficial Transcripts
 - 3 References (will only be contacted should offer be made)

About the University

Established in 1927 as a business college, Webber International University is a small, private, not-for-profit, regional university offering associate's, bachelor's, and master's degrees to students from over 50 different countries. The University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Located in citrus country and situated halfway between Tampa and Orlando, Webber offers faculty access to the best that Central Florida has to offer – small towns, cities, beaches, lakes, and theme parks.

Webber is home to a diverse group of students and faculty, joined by their common interests in enriching personal experience, promoting an understanding of global cultures and influences, and cultivating a depth of knowledge and expertise in their chosen field of study. Throughout their multi-disciplinary education at Webber International University, students develop the necessary knowledge, skills, tools, and experiences to successfully participate in, and face the challenges of, contributing to a global society.

Webber International University provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic

protected by federal, state, or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.