



FOR HR USE	
POSN Number	TBD

**D R A K E U N I V E R S I T Y
F A C U L T Y J O B D E S C R I P T I O N**

NAME:	VACANT	COLLEGE/SCHOOL:	COLLEGE OF BUSINESS AND PUBLIC ADMINISTRATION
DEPARTMENT:	COLLEGE OF BUSINESS AND PUBLIC ADMINISTRATION	TITLE:	ASSISTANT OR ASSOCIATE PROFESSOR OF MANAGEMENT
REPORTS TO:	DEPARTMENT CHAIR AND DEAN		
TO APPLY:	Submit application letter with current vita, statement of teaching philosophy, and research agenda via email to: bradley.meyer@drake.edu		

ESSENTIAL JOB FUNCTIONS

- Teaching undergraduate and graduate courses and conducting research in International Business and Business Strategy.
- Effective teaching, productive research, and continuing career development are expected for promotion and tenure.
- Advisement of students on academic programs and contribution to university governance are expected.
- Participation in assigned College of Business and Public Administration and Department committees and performance of other college services as required.
- Interacts with students, faculty, administrative staff, and business community.
- Knowledge of windows computers and use of multi-media classrooms necessary.

Comments: If possible, also send copies of teaching evaluations and a copy of a published article. Two letters of reference should be sent to the email address above or to: Dr. Brad C. Meyer, Chair, Department of Management and International Business, College of Business and Public Administration, Drake University, 2507 University Ave., Des Moines, IA 50311-4505.

Review of applications will begin immediately and continue until the position is filled.

Position available: Fall 2009

The above assignments are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required.

ESSENTIAL ELEMENTS

EDUCATION:	MUST HAVE AN EARNED PH.D. OR BE IN THE LATTER STAGES OF COMPLETING A DISSERTATION. MAJOR OR SECONDARY AREA OF STUDY MUST BE INTERNATIONAL BUSINESS/MANAGEMENT AND BUSINESS STRATEGY.
EXPERIENCE:	Preference will be given to candidates with relevant and significant business experience, commendable teaching experience at the university level, and/or an established publication record. Must be able to provide evidence of demonstrated effectiveness in teaching, research productivity and continuing professional development. A candidate for the Associate level must show a record of scholarly publications and an active research stream.

OTHER ESSENTIAL TRAINING

AND SKILLS:

Windows computers and multi-media classrooms.