POSITION ANNOUNCEMENT
Chair, Department of Adult Studies in Business

MidAmerica Nazarene University, located in Olathe, Kansas, invites qualified candidates to apply for the Chair of the Department of Adult Studies in Business. The department currently consists of two programs offered to working adults, a B. A. in Management and Human Relations (MHR) and a B.A. in Public Administration (PA). This position holds the status of full-time Faculty through the Academic Affairs office. Department Chair requires an 11-month contract, typically including a 15 hour teaching load. Teaching load may be adjusted on an individual basis for administration, program or committee responsibilities or other University needs as determined by the Dean.

The Department Chair in the Adult Studies in Business will possess an earned doctorate relevant to the department and position. The Department Chair will exhibit teaching excellence; will participate in discipline-based scholarship and service, and a commitment to faith based education for adult students in business. The Chair must further be able to demonstrate a commitment to business education delivered with a Christ-centered worldview, strong commitment to the servant leadership model, and be able to successfully perform the following responsibilities.

Essential Duties and Responsibilities:
- Articulates and mobilizes plans in accordance with MNU’s mission, vision and the School’s goals for faculty and program development.
- Works collaboratively with the Dean of the School of Business in a variety of administrative duties including faculty and staff relations, problem solving, accreditation, and daily department management;
- Develops annual planning priorities and expected outcomes, and coordinates appropriate evaluation of these efforts;
- Presents recommendations to the Dean of the School of Business regarding the courses to be offered, class schedules, teaching load assignments, and the hiring of faculty and support staff;
- Leads the department in the outcomes assessment process, particularly in the areas of the student, faculty, program, and departmental evaluation, ensuring compliance with HLC and other accreditation cycles;
- Creates and revises, as necessary, plans for enrollment growth and program development;
- Works with the Office of Enrollment Development to coordinate recruiting, admissions, and retention efforts in the department;
- Coordinates department planning with the Director of Marketing so as to ensure effective and timely contact with public constituencies, creation and dissemination of promotional materials;
- Conducts performance evaluations of the faculty and support staff of the Department of Adult Studies in Business.
- Represents the department and School of Business to varied campus and public constituencies by networking with leaders of public and non-public institutions and associations to act and advise from an informed perspective.
**Required Qualifications:**
- A doctoral level degree (e.g., PhD, DBA, EdD) in business administration, economics, accounting, marketing, or a closely related field in business.
- A record of successful experience in higher education and/or other educational environments
- A record of successful professional leadership in business and industry that attests to practical understandings of these environments
- A record of scholarly activity appropriate to a senior level faculty member

**Desired Qualifications:**
- Evidence of discipline-specific community service that attests to a strong interest to build sustainable relationships to expand and enhance business education in entrepreneurial and innovative ways
- A track record as a collaborative, servant-driven leader with outstanding written, oral, and interpersonal skills
- An awareness of the academic and administrative processes in higher education and the capacity to conceptualize and implement new, innovative programs that appeal to working adults, including online degrees
- Knowledge of and experience with unique characteristics and traits specific to adult learners

**Application:** Innovative leaders wishing to apply for this position should send the following documentation via **priority email** to Nancy Merimee, Director of Human Resources (Send to hr@mnu.edu). Questions may be addressed to this email address or by telephone to 913-971-3427.

- Complete curriculum Vita
- Copies of transcripts from all universities attended (scan and attach)
- Three current letters of recommendation with reference contact information.

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

MidAmerica Nazarene University is interested in reviewing applications from qualified members of traditionally underrepresented groups in America, including women and racial and ethnic minorities.