



## **Adjunct Faculty – Finance Instructor**

*Revised October 14, 2024*

Calvary University is seeking an enthusiastic, ministry-minded professional to serve in our Business Administration/Organization Development Department. Calvary's mission is to "...prepare Christians for life and service in the church and in the world according to the Biblical worldview..." and employees seek to integrate the day-to-day operations of each University department with this mission.

To apply, please send your completed Faculty Application to [humres@calvary.edu](mailto:humres@calvary.edu) or fax to 816-331-4474 or mail to Calvary University, Attn: Human Resources, 15800 Calvary Road, Kansas City, MO 64147

**Job Title:** Adjunct Faculty – Finance Instructor  
**Location:** Kansas City, Missouri or Online  
**FLSA Status:** Exempt, without benefits

### **I. CALVARY UNIVERSITY VALUES**

Calvary University values faculty who are committed to and demonstrate excellence as (1) practitioners, leading by example, and contributing through service and ministry in their respective fields and (2) capable teachers, mentors, and disciplers, able and eager to use their knowledge, experience, and maturity to benefit students. Every faculty member is guaranteed academic freedom within the parameters of the General Standards and Statement of Faith of Calvary University.

### **II. GENERAL EXPECTATIONS**

This document describes duties that Calvary University expects of faculty members. These may change with each academic year, through discussions between you and your Department Head and Dean. Your performance will be reviewed and evaluated on the basis of how well you fulfill these duties. The responsibilities for this position will include some or all of the following: (1) leadership and service, (2) teaching and mentoring, and (3) administration and cooperative and collaborative efforts. Your responsibilities may include involvement in off-campus, evening or weekend duties, as well as other Calvary community efforts, as Calvary leadership requires. Adjustments to teaching responsibilities may be made in accordance with the University's workload policy based on the type of courses to which you are assigned and the extent of administrative responsibilities in other areas.

### **III. FACULTY RESPONSIBILITIES**

#### **As Practitioners**

Calvary University faculty are expected to lead by example in spiritual growth and maturity, and are expected to be engaged in external service or ministry, using their skills and training to benefit the church and the broader community as well. Faculty are expected to serve in a collegial fashion and in

accordance with Biblical, professional and ethical principles when dealing with other faculty members, students, administrators, and members of the public.

### **As Teachers, Mentors, and Disciplers**

Calvary University faculty are expected to ground their classes and programs in the Biblical worldview, and not simply integrate Biblical truth into their teaching. Faculty are expected to teach effectively, employing best practices in pedagogy and application of technology. Faculty will prepare course materials for assigned courses and teach appropriate hours according to the Faculty Handbook, as assigned.

## **IV. REQUIREMENTS**

### **Personal**

Calvary University requires that all faculty have a personal faith in Jesus Christ, demonstrate commitment to growth and maturity in Christ, agree unreservedly with Calvary University's statement of faith, and be active in a local church.

### **Interpersonal**

Calvary University faculty must demonstrate skill in communicating effectively in order to lead and teach college students. Prior teaching experience at the college level is preferred. Faculty must demonstrate capacity to build up and encourage colleagues as part of a larger team with a common mission.

### **Academic**

Calvary University faculty must hold a minimum of a master's degree from a CHEA accredited institution (doctorate is preferred) in order to teach at the undergraduate level, and a doctorate or terminal degree from a CHEA accredited institution in order to teach at the graduate level. Faculty must hold any licenses, certifications, and/or registrations as required by the program area or discipline.

### **Required Qualifications:**

- Master's degree in Business or related field, with a minimum of 18 graduate hours in Finance.

### **Preferred Qualifications:**

- PhD preferred
- College teaching experience and/or experience as a Business Finance Professional.

## **V. ACCOUNTABILITY**

Calvary University faculty will report directly to their respective Department Chair. Faculty performance will be evaluated annually by the Department Chair, the Dean, and the Chief Academic Officer, based on the order of priority of responsibilities listed in Calvary University's Values.

## **VI. WORKLOAD**

Workload will vary based on number of credit hours being taught, up to a maximum of 12 hours.

*Prospective employees will receive consideration without discrimination based on race, color, age, national origin, handicap or veteran status.*