

Job Description Kingswood University

Position Title: Master of Management Program Director

Classification: 3/4-time (average of 30 hours per week), Twelve month

Responsible to: VP for Academic Affairs

Purpose: To strengthen the local and global church by directing and expanding the academic and practical experiences of the Crandall Master of Management program at Kingswood University.

Responsibilities:

- Provide oversight and management of the Master of Management degree through Crandall University.
- Teach three to four of the courses within the Master of Management degree through Crandall University.
- Maintain clear lines of communication with Crandall University staff to facilitate student orientation and onboarding, course instruction, and administrative duties.
- Serve as the program representative and faculty advisor for students by:
 - Providing guidance, support, counsel, mentoring, and friendship to students.
 - Assisting in the ongoing process of program assessment.
 - Assisting in student success and retention.
- Serve as the liaison between Crandall and the Campus Life department.
- Provide oversight and assistance to students in securing and completing internships to meet program requirements.
- Serve as a member of the Kingswood staff team by:
 - Viewing the position as a ministry including investing in all students in their Christian walk as opportunities arise in the fulfillment of the position responsibilities.
 - Attending chapel on a regular basis.
 - Attending faculty and staff meetings, as well as in-service events, as able.
 - Performing other duties, as necessary, especially for academic programs and the ongoing spiritual life of the University, as requested by the VPAA.
- Because of the high value of physical presence and availability to our students, an office on campus is provided for your use. It is understood that there may be times when you are not physically present in this office, but physical presence on campus during school sessions is required.

Qualifications:

- An excellent communicator, able to teach and model sound pedagogy utilizing multiple formats, and an ability to marry theory and praxis inside and outside the classroom.

- An understanding of and ability to communicate Christian values and beliefs to students.
- A strong commitment to the Wesleyan-Arminian theological perspective and to a Christ-centered approach to education for transformation.

Values:

- Godly, spiritually mature, fully devoted to Christ and the Church.
- Genuine and evident love for other persons demonstrated by consistent spirit of kindness, compassion, and respect for all other persons.
- Integrity and moral excellence, with life above reproach.
- Code of personal conduct consistent with membership commitments for leaders of The Wesleyan Church.
- Commitment to enthusiastically assist in fulfillment of Kingswood University's mission.
- Commitment to exemplify Kingswood University's core values, including total ownership, prioritize students, collaborative synergy, growth mindset, enthusiastic engagement, uncompromising integrity, and innovative flexibility.

General University Information:

Kingswood University is owned by The Wesleyan Church. The mission of Kingswood is to serve Jesus Christ by strengthening the local and global church through forming Christ-like servant leaders in a community that creatively blends academic excellence and practical ministry experience with intentional spiritual formation.

Direct resumes to:

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