

# Position Announcement

Position	Report to
Director of Graduate Programs, School of Business	Dean, School of Business

Grace College is seeking applications for the position of Director of Graduate Programs for the School of Business. Responsibilities include administrative oversight of all Business School Graduate Programs both online and face to face. In addition, the Director will be responsible for teaching graduate courses and potentially in the undergraduate program; faculty development; student supervision, mentoring, and advising; scholarly activity; professional development; and university and community service.

[Grace College](#) is a Christ-centered Liberal Arts College informed by pietist and evangelical traditions. Located in the resort community of [Winona Lake](#), near Warsaw, Indiana (36 miles west of Ft. Wayne), Grace College offers 52 academic majors (38 minors). Central to the [mission](#) is developing character, sharpening competence, and preparing for service. Our goal in Christian living and teaching is to make Christ preeminent in all things. The programs of the college, as well as its community lifestyle commitment, are designed to encourage serious academic inquiry, a biblical worldview, spiritual understanding, and social conscience, all in the context of God's grace. Grace College and Theological Seminary seeks a diverse work environment by encouraging women and minorities to apply.

The online MBA program and the Orthopaedic MBA Program are housed within the School of Business at Grace College. The School of Business also houses the Business Department, the Sport Management Department, and the William P. Gordon Institute for Enterprise Development. The School of Business seeks a Graduate Program Director who holds views comparable to those of the institution, including the institution's doctrinal commitments called the *Covenant of Faith*. It also seeks a director whose leadership, teaching experience, and scholarship will complement the contributions of the department's existing faculty.

**Qualifications:** This position offers a challenging opportunity for a faculty member with experience in the field of business. The successful candidate will have:

- An earned doctoral degree in a related business field is required (PhD or DBA).
- Professional experience or advanced degree in marketing would be helpful but not necessary.
- Successful teaching experience in higher education.
- Administrative experience in higher education strongly preferred.
- Strong interpersonal skills that engage students in educational growth and demonstrated success in working with industry partners.
- Experience in online teaching is required.
- Evidence of the ability to assist students in applying learning outside the classroom preferred.
- Evidence of an ability to design and deliver competency-based courses.
- Evidence of scholarly productivity required.
- Commitment to the mission and values of a Christ-Centered Christian institution, which values the centrality of Jesus Christ and the Holy Scriptures in the purpose and life of the institution.
- Strong commitment to integration of faith and learning while teaching.

**Application Process:** All contact information including a completed faculty application, cover letter, philosophy of teaching at a Christian liberal arts college, curriculum vitae, and three completed reference request forms should be sent to: [employment@grace.edu](mailto:employment@grace.edu). If you need to mail your reference forms, you can mail them to **1 Lancer Lane, Winona Lake, IN 4690 Attn: Human Resources**.

The Faculty Application and reference request forms can be downloaded at [www.grace.edu](http://www.grace.edu), Human Resources, Employment.

The start date for this position is May 15, 2024. Posted: 12/15/2023. Grace College and Theological Seminary seeks a diverse work environment by encouraging women and minorities to apply.