

## **BELHAVEN UNIVERSITY**

### **Adjunct Faculty Position**

#### **Discipline: Information Technology**

The School of Business at Belhaven University is recruiting a pool of adjunct faculty to teach online graduate courses and/or serve as a subject-matter expert (SME) in one or more of the following area: **Information Technology**

Adjunct faculty serve a vital role within the School of Business and are valued members of the online campus community. Under the guidance of the Dean, adjunct faculty teach courses, facilitate course activities, provide students with timely feedback, and grade assignments and exams.

Adjunct duties include:

- Maintain frequent and open communication with faculty and staff through email, mail, telephone, and any other medium deemed appropriate.
- Review course content, activities, and assignments prior to the term start date.
- Meet all designated course instruction guidelines.
- Provide students with timely and specific feedback.
- Grade assignments and exams in a timely manner.
- Respond to student inquiries within 24 hours or 1 business day.
- Submit final grades in keeping with university policy.

### **Required Qualifications**

- Ph.D. or other doctoral degree in Cybersecurity, Information Systems/Technology, Math/Statistics, or another closely-related field. Doctoral degrees from outside the technology field will also be considered if combined with sufficient IT work experience.
- Previous teaching experience at the undergraduate and/or graduate level.
- Computer proficiency and experience using Canvas.
- An enthusiastic Christian faith consistent with the university's faith and mission statements.

Please review Belhaven University's [Commitment Statement](#) including our employee expectations. Should you receive a job offer, you will be asked to accept this agreement by signing it. Applicants must be able to fully support the [University vision, mission, and statement of faith](#) and contribute to the spiritual and academic fellowship of the University.

### **Applications:**

Please submit your CV/resume and cover letter outlining your suitability for this position including an explanation of your interest in Christian higher education. Confidential review of applications will begin immediately and continue until the position(s) are filled. Confidential questions and nominations may be submitted to:

Monica French, Director of Academic Administration  
[mfrench@belhaven.edu](mailto:mfrench@belhaven.edu)