

## **Adjunct Graduate Faculty – Masters in Business Administration**

**Institution:** University of North America- “*Education That Transforms*”  
**Location:** Vienna, Virginia  
**Category:** Faculty-Business-Management  
**Posted:** 03-18-09  
**Application Due:** Open until filled (Part-time)



### **Position Description:**

In initiating a Master's in Business Administration, the Graduate College of International Business and Management of the University of North America is seeking experienced professionals to serve as adjunct faculty. The focus of UoNA is to prepare individuals for the competitive global market place and the courses are reflective of global theory and practical applications. UoNA operates on a trimester system which leads to an accelerated degree program.

The successful candidate will have at least a masters degree (Doctorate Preferred) in Business/Management from an accredited institution with at least five years experience in business and demonstrated mastery of the subject field. Experience working with adult learners is helpful, familiarity with the use of technology in teaching, and strong written and oral communications skills are required. Experience with the Socratic Method and on-line teaching preferred.

Other Qualifications: Strong interest in helping people through teaching, good organizational skills and an understanding of the interdisciplinary nature of the relevant subject areas.

### **Expectations of the position:**

1. Able to relate their subject area with other disciplines to real life experiences.
2. Develop a course syllabus for maximum learning.
3. Maintain accurate student records for measuring instructional effectiveness.
4. Evaluate students' assignments and provide timely feedback.
5. Respond to student requests for information and/or action in a timely manner.
6. Collaborate in course development, maintaining and improving courses.
7. Use instructional strategies for measuring student learning outcomes.
8. Maintain relevancy in the subject area.

Review of applications will begin immediately and continue until the position is filled. Please complete our on-line application, at [www.uona.us](http://www.uona.us), go to the bottom of the page and click on employment, click on the application and you can download the application to your computer, also include a cover letter and resume. Compensation is at competitive rates and is paid quarterly.

### **Application information sent to:**

Director of Human Resources  
University of North America  
8117 Leesburg Pike, Suite 201  
Vienna, Virginia 22182-3830  
Phone: 571-633-9651  
Email: [hr@uona.us](mailto:hr@uona.us)