

## NOTICE OF VACANCY

**Position Title:** Visiting Assistant Professor of Business Administration

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**SALARY:** \$50,000 - \$53,000 annually

**REPORTS TO:** Dean, School of Social Sciences and Business

**BENEFITS:** Institutional fringe package includes pension plans, life, health, dental and vision insurance

**POSITION DETAILS:** Full-time; FLSA Exempt; On-site.

**START DATE:** August 2025

**RANK:** Assistant Professor of Business Administration (Tenure Track)

### **RESPONSIBILITIES:**

The School of Social Science and Business at the University of Science and Arts of Oklahoma seeks applicants for Visiting Assistant Professor in Business Administration with possible tenure track. The successful candidate will teach both introductory and upper-division coursework in Business leading to a B.S. degree in Business Administration and will be willing to team-teach in USAO's Interdisciplinary Core Curriculum. Candidates who have the ability to teach across the business curriculum and who are willing to impact multiple programs through interdisciplinary management will receive additional consideration. Business is one of the most popular majors at USAO, and this position offers the opportunity to teach Business skills in conjunction with its world-class liberal arts curriculum, collaborative faculty, and close-knit student body. Job responsibilities include 4:4 teaching load, academic advising, supervision of undergraduate research, and university service.

### **QUALIFICATIONS:**

An M.B.A. or Ph.D. (or equivalent) in business or related field. The preferred candidate is a visionary with both academic and professional business experience. A record of excellence in teaching in higher education is desired, along with evidence of potential for scholarly development. Individuals with an understanding of and commitment to interdisciplinary, liberal arts education will be given the most consideration. Candidates should possess communication and interpersonal skills sufficient to work effectively with a diverse array of students and colleagues, and a disposition suited to the unique interdisciplinary learning environment of USAO. The successful candidate must demonstrate a high degree of individual initiative and observe high standards of personal and professional integrity.

### **TO APPLY:**

Complete the USAO application at ( <https://usao.edu/about/personnel.html> ). Along with the application, please attach a letter of interest, a detailed resume, 3 professional/academic references, and any necessary transcripts.

**ABOUT USAO:**

The University of Science and Arts of Oklahoma (USAO) is a public liberal arts college located in Chickasha, Oklahoma, about 40 minutes from Oklahoma City, and is a member of the Council of Public Liberal Arts Colleges (COPLAC). It is charged by the Oklahoma State Regents for Higher Education “to provide an outstanding general education program for the State of Oklahoma with strong offerings in the liberal arts and sciences. To support this charge USAO is directed “to assemble a faculty whose interests, knowledge, and experiences transcend their specialized fields of graduate study and who are dedicated to liberal arts education.” For more information about USAO, see [www.usao.edu](http://www.usao.edu).

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

This institution, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and educational services.

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.