



Position Title: Adjunct Position in Business Administration Department

Reports to: Chair of Business Administration Department

Appointment: Adjunct Positions, Fall 2024 (teaching *Business Law or International Business*)

POSITION SUMMARY:

The Business Administration Department at Toccoa Falls College invites applications for adjunct teaching positions in Business Law or International Business from August 26th-December 13th.

TASKS:

Qualified candidates for the Business Law and/or International Business courses will be able to teach the residential, undergraduate course, within the Business Administration Department curriculum. Candidates should possess a comprehensive understanding of the integration of business management with Business Law and/or International Business. They should be able to orally communicate course content, utilize and maintain courses on a Learning Management System (LMS).

SKILLS AND ATTRIBUTES:

Qualified candidates will evidence strong teaching skills, the ability to integrate faith and learning, a vibrant evangelical Christian faith, commitment to collaboration and teamwork, and a sincere commitment to the mission of the College.

EXPERIENCE & EDUCATION:

The ideal candidate will hold a Ph.D, D.B.A., JD, from a regionally accredited university and possess experience in the field of Law and/or International Business. Exceptional applicants with a master's degree will be considered. Previous teaching experience at the undergraduate and/or graduate level is highly desirable.

APPLICATION PROCESS:

Requested documents, along with a completed TFC application should be sent to: Mary Kaye Ritchey, Director of Human Resources, at mritchey@tfc.edu. Review of applications will begin immediately, and the position will remain open until filled. The TFC application can be found at <http://www.tfc.edu/employment/>. All application materials must be submitted for a candidate to be considered.

Office of Human Resources

107 Kincaid Dr. MSC 750 | Toccoa Falls, GA. 30598 | 706-886-6831 | www.tfc.edu