

## **Business and Management (open rank)**

Knox College invites applications for a continuing faculty appointment in Business and Management to begin September 1, 2023. Applicants will be considered at all ranks in either conventional tenure track appointment or “professor of practice.”

Knox’s Integrated Business and Management major is rooted in the College’s liberal arts ethos. The successful candidate will seek to cultivate and enrich that ethos and develop a vision for the program that unites training in business leadership with a dedication to serving the public good. Therefore, we seek applications from Business and Management scholars with interests in novel approaches to teaching, scholarship, and program development.

The successful candidate will have interest and experience in teaching finance, marketing, management, or other related topics at all undergraduate levels. Disciplinary specialization is open, but candidates should be able to teach both introductory and specialized business and management courses in a liberal arts college environment that values collaboration and interdisciplinary exploration.

A Knox education emphasizes active and immersive learning. Therefore, we welcome applications from candidates with interest in developing innovative experiential learning opportunities for students. We will consider applications from non-traditional candidates to serve as “professor of practice.” The normal teaching load is two courses during each of three ten-week academic terms.

Knox is a diverse college with over 35% of the student body identifying as American students of color and more than 15% international students. Business and Management faculty work hard to enroll a diverse group of students at all levels of instruction and successful candidates should be prepared to work to make Business and Management courses appealing and welcoming to all of Knox’s students. Experience working with diverse populations of students and a commitment to teach successfully in a multicultural environment are expected.

Knox College provides a competitive salary and a strong benefit package including health, dental, vision and life insurance; access to a retirement plan; a tuition remission benefit available after a two-year waiting period and more! Additional information can be found on our Human Resources webpage at:

<https://www.knox.edu/offices/human-resources/employee-benefits-and-forms>.

Required Qualifications:

- For tenure track appointments, a doctorate in business, business administration, management, finance, or related field is expected at time of appointment; exceptional ABD candidates will be considered.
- Non-traditional candidates with at least 10 years of business experience at an administrative or executive level will be considered for continuing appointments as “professor of practice.” MBA required.

Preferred Qualifications:

- Experience teaching undergraduates as the instructor of record.

Candidates should submit:

- a cover letter addressing the candidate's preparation for inclusive teaching at a diverse liberal arts college;
- a curriculum vitae or resume;
- an unofficial graduate transcript;
- three confidential letters of recommendation.

Submission via Interfolio: <http://apply.interfolio.com/116131>

Review of applications will begin on January 20, 2023 and continue until the position is filled. Questions may be addressed to [businesssearch@knox.edu](mailto:businesssearch@knox.edu).

### **Knox Notice of Non-Discrimination**

In keeping with its commitment to equal rights since it was founded in 1837, Knox College particularly welcomes applications from members of underrepresented groups. Knox College does not discriminate on the basis of sex, pregnancy, gender identity or expression, race, color, creed, national or ethnic origin, religion or religious affiliation, sexual orientation or preference, age, marital or family status, disability, veteran status, or other status protected by applicable federal, state, or local law in admission, financial aid, employment, athletics, or any other aspect of its educational programs or activities. In addition, Knox College is prohibited by Title IX of the Education Amendments of 1972 and its accompanying regulations from so discriminating on the basis of sex.

The College official responsible for coordinating compliance with this Notice of Non-Discrimination is Kimberly K. Schrader, Title IX Coordinator. Any inquiries regarding Title IX or the College's policies that prohibit discrimination and harassment should be directed to the Title IX Coordinator identified below. The Coordinator will be available to meet with or talk to students, staff, and faculty regarding issues relating to this Notice of Non-Discrimination and the College's policies and procedures.

Title IX Coordinator  
Kimberly K. Schrader  
Old Jail 12 | Campus Box K-209  
337 South Cherry Street  
Galesburg, IL 61401  
Phone: 309-341-7751  
Email: [kschrade@knox.edu](mailto:kschrade@knox.edu)

Inquiries about the application of Title IX to Knox may be referred to the Title IX Coordinator, the United States Department of Education's Assistant Secretary for Civil Rights, or both. Individuals may also contact the U.S. Department of Education's Office of Civil Rights for additional information.

Office for Civil Rights  
U.S. Department of Education-Chicago Office  
500 W Madison St., Suite 1475  
Chicago, IL 60661-4544  
Phone: 312-730-1560  
Email: [ocr@ed.gov](mailto:ocr@ed.gov)

Inquiries regarding the College's policies regarding the Americans with Disabilities Act of 1990 ("ADA"), or Section 504 of the Rehabilitation Act of 1973 ("Section 504") should be directed to either the Assistant Vice President of Human Resources or Director of Disability Support Services identified below.

For Employees:  
Office of Human Resources  
Administrative Services Center 109 | Campus Box K-200  
368 South Prairie Street  
Galesburg, IL 61401  
Phone: 309-341-7200  
Email: [bnolden@knox.edu](mailto:bnolden@knox.edu)

For Students:  
Director of Disability Support Services  
Stephanie Grimes  
Umbeck Science and Math Center E111 | Campus Box K183  
340 South West Street  
Phone: 309-341-7478  
Email: [sgrimes@knox.edu](mailto:sgrimes@knox.edu)