JOB DESCRIPTION

INFORMATION			
Job Title:	***Kinesiology Professor – Open Rank***	**EEOC Job Classification**	Professionals
		FLSA Classification	Exempt
Department:	School of Science, Math, Tech., and Health	**W/C Classification**	8868 – Administration/Faculty
Reports To:	Department Chair	**Compensation**	$70,000 - $85,000

SUMMARY

Advance the mission and vision of TMUS through full-time teaching in the School of Science, Mathematics, Technology and Health through teaching Kinesiology courses to TMU undergraduate students.

ESSENTIAL FUNCTIONS

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Develop and design course material for assigned teaching in the Kinesiology Program.
- Teach 24 units during the academic year, at least 12 units each semester. Less than 12 units in any given semester requires written approval from the Dean which shall be forwarded to the Provost and HR.
- Teach assigned courses in a variety of times and locations in response to institutional need. Make continuous efforts to advance the quality of instruction.
- Develop and use a variety of teaching methods and materials to assist students who have differing educational and experiential backgrounds in meeting the course outcomes.
- Evaluate students to measure their progress toward achievement of stated course outcomes. Review, evaluate, recommend, and effectively use student learning materials.
- Provide students with a written and accessible course syllabus that follows the Course Syllabus Guidelines and facilitates a clear understanding between student and instructor of the content, goals, requirements, expectations, evaluation methods and schedule of work. Maintain a classroom environment that promotes teaching and learning.
- Hold scheduled, posted office hours.
- Assist in academic advising of declared majors.
- Assist with marketing programs and recruiting students.
- Review, evaluate, and revise assessments of program and institutional student learning outcomes and program practices to bring about action plans devised to implement systemic improvement in programs and assure compliance with professional standards, state-mandated guidelines, and requirements of Kinesiology and higher education.
- Participate in the self- evaluation process. Establish goals and objectives which may include personal and professional development plans in consultation with the department chair.
- Maintain professional standards of competence in the discipline and teaching methodology through professional development/engagement activities.
- Serve on committees. Accept special assignments occasionally.
- Participate in scheduled institutional activities which include convocation and graduation ceremonies.
- Participate in department, divisional, and Faculty meetings.
- Participate in activities required to maintain program and accreditation standards.
- Perform other duties as assigned by the Dean and consistent with general faculty expectations.

QUALIFICATIONS

- Is a fully devoted follower of Jesus Christ, has a demonstrated commitment to the doctrinal position of TMUS, and a continuous exhibition of a desire to minister and serve others in varied capacities.
- A strong commitment to the doctrinal position and philosophy of the teaching ministry of The Master's University.
- Excellent interpersonal skills, including the ability to establish and maintain effective working relationships with staff, faculty, and students of diverse academic, socioeconomic, cultural, and ethnic backgrounds.
- Evidence of a mature Christian lifestyle by active involvement in a conservative evangelical local church.
- Exercise confidentiality, good judgment and discernment.
- Commitment to respect and submit to departmental and Institutional leadership.
- Ability to communicate effectively, both orally and in writing.
- Must successfully pass a background investigation.

SUPERVISORY RESPONSIBILITY

This position has no supervisory responsibilities.

EDUCATION AND EXPERIENCE

- A doctoral degree in Kinesiology or physical science related field. Individuals with a master's degree with strong preparation and promise will also be considered.
- This position rank of Assistant, Associate, or Full Professor will be commensurate with education and experience.
- Five years' on the job or teaching experience in the field of Kinesiology.
- Ability to develop and oversee varied Kinesiology courses assigned.
- Demonstrate skill, knowledge, and abilities in the teaching discipline.
- Ability to teach students effectively, evaluate their performance, and create a supportive learning environment.
- Excellent oral and written communication skills.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms.
- This position requires the ability to occasionally lift office products and supplies, up to 30 pounds.
- There are no travel requirements for this job.

ADDITIONAL INFORMATION

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

The Master's University & Seminary does not discriminate on the basis of race, color, national origin, ancestry, gender, age, marital status, veteran status or prior military service, medical condition, or any physical or mental disability. We are committed to practicing principles of equal employment opportunity and diversity based upon sovereign Biblical principles.