



OAKWOOD UNIVERSITY

Employee Services/Human Resources

NOTICE OF AVAILABLE POSITION

POSITION: Assistant or Associate Professor

DEPARTMENT: Communication

STATUS: Full-time (38 hours)

QUALIFICATIONS:

- Master's Degree required; Doctorate preferred.
- Minimum of five years professional experience in the Public Relations Industries.
- University teaching experience preferred. Sensitivity to cultural and gender diversity.
- Team player, efficient, conscientious, and punctual.
- Strong interpersonal skills. Excellent time management skills.

BRIEF DESCRIPTION OF DUTIES:

- Facilitate the public relations curriculum and oversee concentration majors and minors.
- Incorporate discipline trends and changes into current PR classes.
- Find opportunities for students to participate in PR knowledge and skill development.
- Oversee the operation of CSM Student PR Agency.
- Serve as primary PR advisor for PR major and secondary for PR minors.
- Create and maintain semester and annual reports on activities, effectiveness and graduates.
- Prepare students for and implement annual exit exam.
- Participate in departmental activities related to recruitment and retention.
- Serve n assigned university committees.
- Other related duties as assigned by chairperson.

SALARY: Commensurate with education and experience.

STARTING DATE: July 1, 2017.

CLOSING DATE: To be determined.

HOW TO APPLY: Interested persons must submit an Oakwood University Employment Application (found online at oakwood.edu under Human Resources), along with a vita, statement of research and teaching interest, three letters of recommendation and copy of Degree(s)/transcript(s). Application and supporting documents may be emailed, mailed, or delivered.

Oakwood University participates in 

OAKWOOD UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER♦FEB 2017

♦GOD FIRST♦

7000 Adventist Boulevard, NW • Huntsville • Alabama 35896 •
hroffice@oakwood.edu (256) 726-7274 • Fax (256) 726-7302