

Position Description for TT searches: Finance Department

Department of Finance **College of Business** **San Francisco State University**

Position title: Assistant/Associate Professor position in Finance

Start date: August, 2017

Salary: Commensurate with qualifications and experience. The CSU provides generous health, retirement and other benefits.

Position Summary:

The position is in the department of Finance at San Francisco State University. SF State is a member of the California State University system and serves a diverse student body of 30,000 undergraduate and graduate students. The University seeks to promote appreciation of scholarship, freedom and, human diversity through excellence in instruction and intellectual accomplishment. The Department of Finance currently has 11 full-time and several part-time faculty. Faculty research publications appeared in top-quality journals including Journal of Finance, Journal of Financial and Quantitative Analysis, Journal of Financial Economics, Financial Analyst Journal and Journal of Behavioral Finance. The University's location in Bay area provides excellent opportunities for contacts with financial, banking, and commercial real estate industries in San Francisco, as well as cutting-edge social media and high-tech companies in nearby Silicon Valley. The department also has a certificate program in commercial real estate.

The position requires a full-time faculty workload per the Collective Bargaining Agreement between the California State University and the California Faculty Association. The workload primarily includes teaching graduate and undergraduate courses. Teaching responsibilities may include 2 or more of the following areas: Financial Institutions, International Finance, Commercial Real Estate, and Financial Data Analysis. Refereed academic journal publications are required for tenure and promotion.

Additional responsibilities include, but are not limited to, productive participation on departmental, college, and university-wide committees; mentoring and advising graduate and undergraduate students; holding regular office hours; curriculum development and improvement, particularly with regard to student learning outcomes; and remaining current in both subject area and teaching methodologies.

Essential Job Tasks:

Prepare course materials such as syllabi, lecture and discussion materials, readings and assignments, assessments, and learning resources;

Prepare and deliver effective lectures to undergraduate (or graduate) students on topics such as Financial Institutions, International Finance, Commercial Real Estate, and Financial Data Analysis;

Initiate, moderate, and facilitate classroom discussions;

Evaluate and grade students' class work, assignments, papers, etc. in a timely manner;

Compile, administer, and grade examinations or other learning assessments;

Maintain student grades and other required records or reporting materials;

Conduct research in one's field of interest and present findings in peer-reviewed journals, books, or professional conferences;

Stay current on developments in the discipline by reading new literature, talking with colleagues, and participating in professional conferences;

Plan, evaluate and revise curricula, course content, course materials, and methods of instruction;

Hold regularly-scheduled office hours for the purpose of advising and assisting students;

Actively participate on assigned committees in accordance with department or College needs, and SF State's strategic vision;

Actively participate in collegial interactions in fulfilling service assignments and other duties at the department, college, and university level.

Additional duties as assigned.

Minimum Education, Experience, Knowledge, Skills, and Personal Abilities:

Terminal degree Ph.D. in the field of Financial Economics or closely related field from an AACSB accredited institution required;

1-2 years of undergraduate teaching experience with a large, diverse student body or in a multicultural setting strongly preferred;

Knowledge of principles and methods for curriculum design, instruction of individuals and groups, and the assessment of learning;

Planning and organizing skills sufficient to ensure implementation of the assigned curriculum, job duties, and established expectations;

Oral and written communication skills in the English language at a level that comprehends and conveys information to and from students, colleagues, and others in an effective manner;

Awareness and engagement with critical concerns in the discipline and capacity to continue to produce original work;

Interpersonal orientation that encourages productive interactions with students, colleagues, and other campus stakeholders and promotes collegiality in department, college and university contexts.