

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

**Position title:** Assistant Professor of Management (Organizational Behavior)

**Start date:** August 2017

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

**Position Summary:**

This tenure-track position is in the Department of Management in the College of Business 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 SF State College of Business is an AACSB International accredited school, currently enrolling more than 5,000 undergraduates and 600 graduate students with 110 full-time faculty. The SFSU campus maintains the third highest enrollment of international students among master's degree institutions in the nation and is attended by international students from over 70 nations. Courses are offered both day and evening, at the University's main campus and at the Downtown Campus in the heart of San Francisco's business community.

The Department of Management faculty provide instruction and conducts research in the areas of Organizational Behavior/Leadership/Human Resources, Strategic Management, and Sustainable Business. It offers MBA Emphases in Leadership, Nonprofits and Social Enterprise, and Ethics and Compliance, as well as a Concentration in Sustainable Business.

The position includes 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 assigned undergraduate and graduate courses, conducting an active ongoing scholarship program that advances knowledge in the field of one's specialty and participating in university service activities.

Faculty in this area are expected to teach core classes at the undergraduate and graduate levels in Management Skills, Leadership and Influence Skills, and Organization Design and Change. Faculty also have the opportunity to teach electives in areas of interest such as Human Resources, Negotiations, Teams, Creativity and Innovation, Project Management, Managing Diversity, Emerging Issues in Management, or Managerial Ethics.

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;
- 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
- Additional duties as assigned

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

- Ph.D degree in a field directly related to Management/Organizational Behavior from an AACSB accredited school (degree must be completed and awarded prior to appointment date);
- A clearly demonstrated record of teaching effectiveness;
- Awareness of critical concerns in the discipline and demonstrated capacity to produce high quality original research;
- Awareness of, and sensitivity to, the educational goals of a multicultural and socially diverse urban university population;
- Additional competencies (such as business experience, consulting, etc.) are highly desirable.

Ideally, candidates will have 1-2 years of undergraduate teaching (or TA) experience with a large, diverse student body or in a multicultural setting, and possess the following capabilities:

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