JOB DESCRIPTION
INSTRUCTOR POSITION IN PROJECT-BASED EXPERIENTIAL LEARNING

The Instructor position in Sprott School of Business is a confirmation-track position holding the rank of either Instructor I, Instructor II, or Instructor III. The incumbent will deliver undergraduate and graduate courses to a diverse student body, contribute actively ongoing development of project-based experiential learning opportunities as well as support the development of linkages between the School and the employer community. The incumbent will also participate in the ongoing development of our academic programs in a highly collegial environment.

Initial Qualifications

The successful candidate will possess a Master’s degree, or equivalent, in business and have a strong record of teaching effectiveness. Evidence of strong leadership skills will be considered an asset. The incumbent must have at least five years of progressively responsible work experience in business or an equivalent field.

Within the last five years, the incumbent must demonstrate currency in their field of teaching evidenced by either professional experience (IP) or scholarly activity (SP).

Professional Experience
The incumbent must, in the past five years, demonstrate currency in their field of teaching as an Instructional Practitioner (IP). This is demonstrated by, at least, one of the following (or a combination thereof):

1. Holds responsible part-time or full-time work in their area.
2. Practices as a consultant in their area, working on a minimum on five consulting projects over the last five years.
3. Participates in their professional association(s) and holds leadership positions in their field.
4. Serves on Boards of Directors of organizations.
5. Engages in significant professional development activities such as taking courses, attending seminars and conferences, and engaging in individual research and study.

OR

Scholarly Activity
The incumbent must, in the past five years, demonstrate currency in their field of teaching as a Scholarly Practitioner (SP). This is demonstrated by, at least, one of the following (or a combination thereof):

1. Produces scholarly or practice-oriented intellectual contributions, including textbooks or pedagogical cases.
2. Holds leadership positions in recognized academic societies, research awards, academic fellow status, and invited presentations.

3. Participates in relevant editorships with academic, professional, or other business/management publications.

4. Engages in the development and presentation of continuing professional education activities or executive education programs.

**Maintenance of Qualifications**

The incumbent is expected to continually demonstrate commitment to and effectiveness in teaching at Carleton University, as evidenced by multiple sources of information such as student evaluations, peer review, and teaching portfolios. The incumbent is normally expected to receive student teaching evaluation ratings near or above the mean of faculty in the Sprott School of Business and demonstrate a sustained contribution to teaching and teaching programs at Carleton through, for example, highly evaluated teaching, efforts to develop their teaching performance, and innovations in teaching and course delivery.

The incumbent is also expected to continuously develop professionally for the purpose of sustaining qualifications consistent with requirements of AACSB accreditation. On an ongoing basis over the preceding five years, the incumbent must continue to demonstrate currency in their field of teaching, as evidenced by either professional experience (IP) or scholarly activity (SP), as outlined above.