

UNIVERSITY *of* DALLAS

Adjunct Instructor

Job Number: 000027UD

Gupta College of Business

WHO WE ARE

The University of Dallas is a premier Catholic liberal arts university that seeks to educate the whole person, encouraging its students to pursue wisdom, truth and virtue as the proper and primary ends of education. All employees are expected to support the university's [Mission](#), which is informed by the Apostolic Constitution [Ex corde Ecclesiae](#), the Catholic Church's governing document on Catholic universities. The University of Dallas is known for its nationally ranked Core Curriculum, exceptional post-graduation outcomes, and some of the happiest students in the country.

SUMMARY

The University of Dallas' Gupta College of Business is seeking dynamic adjunct faculty members to instruct assigned undergraduate and/or graduate business courses. We are especially interested in professionals who are actively working in their fields and eager to bring current industry knowledge, practices, and insights into the classroom. Course areas may include: **Accounting, Business Analytics, Business Communications, Business, Ethics, Business law, Business Mathematics & Statistics, Cybersecurity, Economics, Entrepreneurship, Finance, Global Business, Information Technology Management, Marketing, Management, Operations, Writing Academic Tutor, Finance Academic Tutor, and Statistics Academic Tutor.**

PRIMARY RESPONSIBILITIES

- Prepare and deliver lectures that integrate academic content with real-world, industry-based applications.
- Draw from current professional experiences to facilitate and enrich classroom discussions.
- Evaluate and grade student coursework in alignment with academic standards.
- Maintain student attendance records, grades, and other required documentation.
- Plan, evaluate, and revise course content, materials, and instructional methods to ensure both academic rigor and industry relevance.
- Maintain regularly scheduled office hours to advise and mentor students.
- Communicate proactively with students to provide guidance and support.
- Stay current in both your professional field and in teaching practices through continuous development and engagement.
- Participate in meetings and collaborative efforts that support the mission of the Gupta College of Business.

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MINIMUM REQUIREMENTS

- Master's degree from an AACSB-accredited institution (or comparable accreditation specific to the field) with at least 18 graduate credit hours in the teaching area.
- Significant professional experience in a business-related field, with the ability to integrate industry expertise into teaching.
- Experience teaching business-related courses at the undergraduate and/or graduate level.
- Excellent oral and written communication skills.
- Strong presentation skills and a clear focus on the discipline.
- Significant business management skills.
- Knowledge and practice of a variety of instructional methods and technology that ensure successful student learning. Experience with experimental learning.
- Ability to work well in a collaborative work environment.
- Demonstrated commitment to diversity, equity, inclusion, and student success.

PREFERRED QUALIFICATIONS

- Currently employed in a business, finance, technology, or management role that directly relates to course content.
- Teaching experience in either online or face to face format.

APPLICATION

All applications should be submitted online at: <https://hr.udallas.edu/apply/>

The University of Dallas seeks to recruit, develop, and retain faculty, staff and administration of the highest caliber.

The University is an Equal Opportunity Employer and encourages applications from individuals who will enhance our community and advance our Mission.