



NEW ENGLAND COLLEGE OF BUSINESS AND FINANCE

Job Description

Position: BSIB Program Chair	Location: Boston, Massachusetts
	Status: Full Time, Exempt

New England College of Business and Finance (NECB)

Founded in 1909 as a banking and finance training institute, NECB has evolved into a regionally accredited bachelor and master-degree granting institution. Over 1,000 adult learners from New England and beyond take fully online undergraduate and graduate degree programs through NECB's proprietary online EPIC Learning Management System. NECB is a fast-paced, growth oriented institution with a vision of expanding beyond its current program offerings that include undergraduate programs in Business Administration and, at the graduate level, an MBA, a Masters in Finance, and a Masters in Business Ethics and Compliance. Located in the heart of Boston's Financial District, NECB is just two blocks from South Station with easy access to the Red, Green, and Orange Lines.

Job Description

In line with strategic growth initiatives, NECB has developed proposals for several new programs, including a Bachelor of Science in International Business (BSIB) Program. Upon approval by regulatory bodies, a full-time BSIB Chair will be hired to lead the BSIB Program. The incumbent in this position will join the academic team in Boston as a dynamic leader and program administrator who will:

- Manage the details of the day-to-day operations of the BSIB Program.
- Serve as an exceptional BSIB instructor in the online environment, with a focus on teaching business-related courses that align with his or her area of expertise.
- Develop and oversee pedagogically rigorous and sound BSIB online courses.
- Work exceptionally well in hiring, mentoring and training BSIB adjunct faculty.
- Demonstrate a sound understanding of assessment and accreditation.
- Demonstrate commitment to excellence in teaching and scholarly activities.
- Participate in academic meetings on a regular basis.
- Show evidence of effective management and communication skills.

Applicants must have experience both teaching in the online environment at the collegiate level and working with adult learners in the online environment. Applicants must hold a Master's degree or equivalent, preferably a doctorate, in international business or closely related field, preferably with a record of excellent scholarship.



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Applications for this position will be accepted through January 31, 2012. Please submit salary requirements with vitae.

Contact: New England College of Business and Finance

Email Address: jobs@NECB.edu