



**NEW ENGLAND  
COLLEGE OF BUSINESS  
AND FINANCE**

**Job Description**

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| <p><b>Position:</b> Master of Healthcare Management (MHM)<br/>Full-Time Faculty Member</p> | <p><b>Location:</b> Boston, Massachusetts</p> |
|  | <p><b>Status:</b> Full Time, Exempt</p>       |

**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.

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NECB is committed to hiring full-time instructional faculty with expertise in a specific program content area while meeting specific state and accreditation instructional criteria.

In line with strategic growth initiatives, NECB has developed proposals for several new programs, including a Master of Healthcare Management (MHM) Program. Upon approval by regulatory bodies, a full-time MHM faculty member will be hired to serve as a dynamic educator in the MHM Program.

The MHM full-time faculty member will join the academic team in Boston, Massachusetts as a dynamic educator and program administrator who will participate in a variety of academic and administrative activities including the following:

- Serve as an exceptional MHM instructor in the online environment, with a focus on teaching business-related courses that align with his or her area of expertise in business.
- Develop and update pedagogically rigorous and sound MHM online courses.
- Participate in activities related to assessment and accreditation.
- Participate in activities related to graduation.
- Demonstrate commitment to excellence in teaching and scholarly activities.
- Participate in academic meetings on a regular basis, including but not limited to weekly meetings and quarterly faculty workshops.

*New England College of Business and Finance is an equal Opportunity Employer.*



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- 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. Priority will be given to applicants from the Boston, Massachusetts area.

Applicants must hold a Ph.D. in healthcare management or a terminal degree in a closely related field, preferably with a record of excellent scholarship. Please make sure to reference the job that you are interested in applying for IN THE SUBJECT LINE of your email. The position will remain open until filled by a qualified applicant.

**Contact:** New England College of Business and Finance

**Email Address:** [jobs@NECB.edu](mailto:jobs@NECB.edu)