



# Bluefield State University

Job Vacancy Announcement

## **Assistant or Associate Professor of Accounting**

(Full-time, tenure-track faculty position anticipated for Fall 2025)

**POSITION TITLE: Assistant or Associate Professor of Accounting**

**JVA #: 2025-10**

**DEPARTMENT:** W. Paul Cole, Jr. College of Business

**POSITION SUMMARY:** This is a full-time, tenure-track, nine-month position at the level of Assistant or Associate Professor (rank depending upon qualifications). We seek a candidate with a Doctor of Business Administration (DBA) with a focus in accounting from an accredited institution or a Certified Public Accountant (CPA) designation. The preferred candidate will have the ability to effectively use alternative teaching modalities (e.g., online, video live streaming, Moodle, etc.) in addition to teaching in a traditional classroom setting is required. This position will work as a team member on undergraduate and graduate program development. The appointment is anticipated to begin in Fall 2025.

**POSITION RESPONSIBILITIES:** Teach undergraduate and graduate courses in accounting, including but not limited to include Accounting I, Accounting II, Financial Accounting, Managerial Accounting, Auditing, and Taxation. All faculty positions include a minimum of 12 credit teaching load (may include web-based or interactive video instruction and/or teaching courses at off-campus locations), academic advising, participation in college committees, and University governance, and contribute to the continuous improvement of the accounting curriculum. The successful candidate will demonstrate evidence of the potential for excellence in teaching and dedication to university and community service.

All faculty are expected to:

- Take a supportive interest in the academic progress of each of his/her students.
- Meet with his/her classes as scheduled. In case a faculty member is kept from his/her duties by illness or other legitimate reason, the faculty member must inform the respective Dean in advance, if possible, so that arrangements can be made for assignments or a substitute instructor.
- Maintain adequate office hours as assigned so that he/she may be available to the students for conferences to assist students toward achieving student success.
- Participate in the faculty-student advisory program.
- Keep abreast of his/her academic discipline through continuing study, and/or active participation in his/her professional organizations.
- Continuously strive to improve the effectiveness of his/her teaching.
- Keep accurate records of grades and other information required by the Deans, Registrar, Provost, President, and any other administrator as may be appropriate.
- Attend all faculty meetings of the university and the respective college in which the

- faculty teaches.
- Attend commencement and convocations and cooperate fully with the BSU Board of Governors, the President, the Provost, and the Dean in promoting the interests of Bluefield State University and the respective College.

**MINIMUM REQUIRED QUALIFICATIONS:** Certified Public Account (CPA) with a minimum of three years teaching experience, and one year teaching experience at the college or university level in combination with other teaching experience. The ability to teach effectively using alternative modalities (e.g., online, video livestreaming, Moodle, etc.) in addition to a traditional classroom setting is required.

**PREFERRED QUALIFICATIONS:** Doctor of Business Administration with an emphasis in accounting and a minimum of three years experience at the college or university level. The ability to teach a variety of Business Administration subjects to include but not limited to: Business Technology, Business Communication, Management, and Marketing.

**COMPENSATION:** Salary and rank are commensurate with qualifications and experience. This position is contingent upon available funding.

**THE UNIVERSITY:** The mission of Bluefield State University is to provide students with an affordable, accessible opportunity for public higher education. A historically black institution, Bluefield State University prepares students from all backgrounds for diverse professions, graduate study, informed citizenship, community involvement, and public service in an ever-changing global society. More information about the University is available at [www.bluefieldstate.edu](http://www.bluefieldstate.edu).

**APPLICATION PROCEDURE:** Completed applications are to be submitted in electronic format only to [humanresources@bluefieldstate.edu](mailto:humanresources@bluefieldstate.edu) and must include:

1. Letter of interest specific to the position;
2. A completed BSU Employment Application (form available at <https://bluefieldstate.edu/resources/human-resources/jobs>);
3. Resume/CV;
4. Contact information for at least three professional references; and
5. Transcripts (unofficial transcripts are acceptable for the application process; official transcript verification will be required of the selected candidate).

Please **do not** include photographs or any personal information (e.g. D.O.B, place of birth, etc.) on your application or supporting documents. **Also, Bluefield State University does not provide H1B visa or employment sponsorship.**

**DATE POSTED:** March 10, 2025

**CLOSING DATE:** The position is open until filled. For full consideration, applications must be received by 4:00 p.m. EST, March 24, 2025. Applications will be accepted until the position is filled; however, applications received after the deadline may not receive full consideration.

*Bluefield State University is an HBCU, AA/EOE/ADA employer, committed to the principle that minorities, women, veterans, and individuals with disabilities are encouraged to apply. The university complies with all applicable federal and state laws designed to promote equal educational and employment opportunities.  
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