Position Description

Position Title: Faculty
Department: Human Social Services
Reports to: Chair of School of Behavioral and Exercise Science
Called Position: Yes
FTE: 0.5
FLSA Status: Salary Exempt
Last Revised: January 2022

Job Summary: This half-time faculty member is being called to serve as the head of the department of Human Social Services. Rank in the professor or lecturer track is open and will be negotiated based on credentials and experience of the candidate. The faculty member in HSS will be responsible for developing and teaching proposed courses, curricular development and oversight, HSS internship expansion, course scheduling, departmental budget planning, program assessment, student advising, mentoring, and recruitment.

Core Accountabilities
• Responsible for development and execution of the vision and strategies to grow the Human Social Services major.
• Plan and teach courses which fulfill the current curriculum goals and objectives.
• Maintain and adjust course offerings in HSS to keep HSS competitive with peer institutions.

Primary Responsibilities
• Maintain an annual teaching load of 12 credits (professor track) or 15 credits (lecturer track) in the field of Human Services.
• Lead recruitment and marketing efforts for HSS program.
• Advise and mentor HSS students and assess program outcomes
• Attend faculty and school meetings.
• Remain current in practices, trends, and research related to areas of specialization or assignment

Requirements
• Excellent organizational and communication skills; proven verbal, written, and presentation skills; and the ability to communicate effectively with a variety of audiences that include internal and external partners, such as students, faculty, staff, and administration using judgment and professionalism in each situation.
• Ability to build constructive working relationships and function collaboratively and cooperatively as a member of a team to support and contribute to the college’s success.
• Goal driven with the desire to work in a fast-paced environment and manage multiple responsibilities.
• Demonstrated ability to use a personal computer and various software packages, such as Microsoft Office, Zoom, and learning management software (e.g Canvas, Moodle).
Education and Experience:

- Master’s degree required. Prefer master’s degree in Human Services or Social Work, but will consider other mental health related fields, such as Marriage and Family Therapy, or Community Counseling.
- Two years (4,000 hours) working in Human Services, AODA, or mental health field.
- Skilled in teaching a wide range of human service related subjects.
- Ability to work with a diverse group of students.
- Ideal candidate possesses experience with college academic programs, policies, and outcomes, with a Christian education worldview.

WELS/ELS membership is required with demonstrated experience and passion in serving others with respect of all others as God’s creation, in alignment with and desire to support WLC’s mission and ministry values in accordance with WLC’s Christian code of conduct.