



501 East 38th Street
Erie, PA
16546
814-824-2000
800-825-1926
mercyhurst.edu

Assistant Professor of Finance

Department: Business

Status: Exempt, Full Time

Closes: Open until filled

Reports To: Chair, Department of Business

Classification: Faculty

POSITION SUMMARY

Mercyhurst University invites applications for a full-time faculty position in Finance within the Walker Business Department. As a teaching-first institution, we prioritize excellence in undergraduate instruction and student engagement. We seek a dedicated educator who is passionate about preparing students for successful careers in financial planning and related fields.

DUTIES AND RESPONSIBILITIES

The ideal candidate will be prepared to instruct a range of undergraduate courses in finance, including Introductory Financial Planning, Investments, Employee Benefits & Retirement Planning, Estate Planning, Financial Management, Financial Plan Development, and other finance-related courses as needed. The candidate should demonstrate the ability to use a variety of instructional techniques to convey expertise in an effective and engaging manner to students.

In addition to teaching responsibilities, the candidate will be responsible for advising students and supporting their academic and career development, provide service to the department and University, develop relationships with organizations in the finance industry to facilitate student projects, internships, and job placements. Other duties as assigned.

EDUCATION AND EXPERIENCE

Candidates should hold a Certified Financial Planner (CFP) designation and have 5-10 years of professional finance experience. A master's degree in finance or a closely related field is required; a terminal degree (Ph.D. or DBA) is not mandatory. Prior teaching experience is helpful but not required.

WORKING CONDITIONS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to talk and hear. The employee is frequently required to stand, walk, and sit. The employee may be required to lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

The above is intended to describe the general content of and requirements for the performance of the job. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.



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APPLICATION PROCESS

Applicants should submit a single PDF containing a letter of interest including a brief description of teaching experience, current curriculum vitae, statement of teaching philosophy, and arrange for three letters of recommendation. Direct applications to:

Human Resources
Mercyhurst University
501 East 38th Street
Erie, PA 16546
hrinfo@mercyhurst.edu

Mercyhurst University values diversity and is committed to the goal of achieving equal opportunity for all. For that reason, Mercyhurst abides by federal, state, and local law in admissions, employment and all services and programs provided.

Mercyhurst does not unlawfully discriminate based on race, color, religion, creed, sex, citizenship status, ancestry, national or ethnic origin, age, familial status, sexual orientation, gender identity or expression, physical or mental disability, military or veteran status or any other legally protected characteristic or because of any individual's legally protected activities.

Mercyhurst complies with federal, state, and local legislation and regulations regarding nondiscrimination. This policy applies to faculty, administration and staff, applicants for employment, students and applicants for educational programs and activities.

Candidates must be currently eligible to work in the United States.