

Lecturer, Business and Marketing - Curriculum &  
Teaching  
Auburn University

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Downloaded On: Oct. 8, 2025 10:18am

Posted Apr. 16, 2025, set to expire Oct. 31, 2025

<b>Job Title</b>	Lecturer, Business and Marketing - Curriculum & Teaching
<b>Department</b>	Curriculum & Teaching
<b>Institution</b>	Auburn University Auburn, Alabama
<b>Date Posted</b>	Apr. 16, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Lecturer/Instructor
<b>Academic Field(s)</b>	Marketing Business - General
<b>Job Website</b>	<a href="https://www.auemployment.com/postings/52694">https://www.auemployment.com/postings/52694</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Job Description Summary

EFFECTIVE DATE: August 16, 2025

POSITION: Non-tenured 9-month position as Lecturer in Business/Marketing Education

The successful candidate will teach undergraduate courses in information analysis that focus on software applications for business including spreadsheets, database management programs, and operating systems. The courses are offered in both face-to-face and distance delivery modes. Responsibilities will include planning and delivering instruction, assessing student learning, preparing students to pass industry certification exams, staying current with Microsoft Excel certifications, and

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holding regular office hours to meet with students. In addition, the candidate will work collaboratively with IT personnel regarding computer lab maintenance, software installation, and software updates related to student industry credentialing. Lecturer (non-tenure track, nine-month contract) at a salary commensurate with experience and other qualifications. Minimum one-year contract, renewable yearly. This appointment may be renewed by mutual agreement, contingent upon availability of funds, the need for services, and satisfactory performance.

### Minimum Qualifications

Required Qualifications (at time of employment):

- Master's degree in business/marketing education or a related field at the time employment begins
- Expert and Associate Microsoft Office Specialist Certification in Excel 365
- Excellent communication and interpersonal skills
- Evidence of proficiency teaching technology in both face-to-face and distance delivery modes

### Desired Qualifications

Desired Qualifications:

- Experience preparing students to pass industry credentialing exams.
- Experience assisting students with technology issues on Windows and iOS operating systems.
- Experience administering Certiport Exams.
- Experience using and troubleshooting remote computing environments
- Experience teaching with a Learning Management System.
- Experience using Zoom.
- Experience teaching ESL students

### Special Instructions to Applicants

Applicants must apply for the position electronically through <https://www.auemployment.com/postings/52150>. Please attach letter of application, vita/resume, undergraduate and graduate transcripts, and names and contact information for three references. The candidate selected for this position must meet eligibility requirements to work in the United States at the time appointment is scheduled to begin and continue working legally for the proposed term of employment. Complete applications received by May 1, 2025 will receive full consideration of the search committee. The search committee may continue to review complete applications received after May 1st until the positions are filled. For additional inquiries, please contact the search committee



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chair, Dr. Leane Skinner ([skinnal@auburn.edu](mailto:skinnal@auburn.edu)).

### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### Contact