**MBA Program Director**

**(Internal Candidates only)**

The College of Business at Louisiana State University Shreveport seeks applications for the position of MBA Program Director.

The MBA Program Director has a key strategic role in supporting the MBA program. This role requires collaboration and coordination in assisting the College of Business academic leadership in managing the program and in fostering a culture of continuous improvement with both internal and external stakeholders.

**Key Duties and Responsibilities:** The MBA Director will facilitate initiatives for the MBA program in consultation with the Dean and the College of Business Executive Committee. The MBA Director will serve as a member of the College of Business Executive Committee. The major responsibilities for the role are as follows:

* Works with the academic leadership team to fulfill the mission and vision of the LSUS College of Business through strategic planning and execution of strategic initiatives.
* Demonstrate a commitment to facilitating student success.
* Work collaboratively with the Associate MBA Director(s) to achieve program goals.
* Approve the list of graduating students consistent with the University’s schedule of commencement ceremonies.
* Engage in resume review and GMAT final admissions decisions for cases referred from the Graduate Program Coordinator(s).
* Review, process, and approve graduate admission appeals consistent with the University’s appeals process.
* Attend Graduate Studies Committee meetings and share relevant information with the Dean to disseminate to the College.
* Attend Graduate Council meetings to provide information related to admission appeals, reinstatement appeals, graduate faculty appointment applications, MBA curricular maters, and other items as necessitated by meeting agenda.
* Recommend catalog changes to the Graduate Studies Committee and present justifications at Graduate Council meetings.
* Be knowledgeable of and participate in all college and university accreditation processes, particularly those related to AACSB Accreditation Standards, and participate in AACSB accreditation compliance and reporting for the program in relevant areas.
* Work in collaboration with the Dean’s Office to oversee changes to the carousel as concentrations or specializations are added/deleted or as enrollment demands dictate.
* Provide information on approved changes to degree requirement to IT to update degree audits and confirm audit accuracy.
* Approve the selection of qualified adjuncts as needed for the program.
* Work with the honor society to ensure that eligible students are invited to join.
* Work with the MBA Graduate Program Coordinator(s), Accreditation Coordinator, and others as needed for collection, analysis, and reporting of data.
* Foster and maintain positive working relationships with support and partner organizations, including LSU Online.
* Manage the appointment of MBA graduate program assistants.
* Collaboratively ensure the LSUS website, LSU Online marketing assets, and the Moodle Resource Centers are current and accurate.
* Fulfill additional duties as needed to maintain the quality and implementation of the MBA Graduate Program.
* Participate in Advisory Council meetings, and other external engagement opportunities as needed.
* Work collaboratively with the Dean’s office to plan and deliver the MBA International Experience.

**Role Structure:** The MBA Director reports to the Dean of the College of Business, but will work closely with the Associate Dean, the Assistant Dean, the Department Chairs, other Directors, all related committees, Associate Program Director(s), Graduate Program Coordinators, and LSU Online.

**Position Characteristics:** The position is a 9-month faculty position with a faculty affiliation in the most closely related department with administrative duties. The anticipated teaching load for 2025-2026 is one course per semester in the fall and spring semesters, with one summer course and summer administrative duties for an additional stipend. Start date negotiable but the selected candidate must begin no later than August 20, 2025.

**Required Qualifications:**

Applicants must hold a doctoral degree from an AACSB accredited institution in a discipline taught in the LSUS College of Business. The selected candidate must remain qualified to teach by meeting LSUS College of Business AACSB Faculty Qualifications requirements and must remain qualified and approved to teach College of Business MBA classes based on College of Business criteria.

**Desirable Qualifications:**

Experience teaching in a large, online, accelerated, AACSB accredited graduate program is preferred.

To apply for this position, a CV and a cover letter should be sent electronically to:

Dr. Tim Vines

[Timothy.Vines@lsus.edu](mailto:Timothy.Vines@lsus.edu)

Deadline for applications is **March 12, 2025.**

LSUS is an Affirmative Action and Equal Opportunity Employer.

About LSUS: In addition to a collegial faculty, our University boasts a high percentage of faculty with terminal degrees. We currently have over 10,000 students. LSUS has more than 20 undergraduate degree programs, a dozen master's degree programs (including the online MBA and online MHA), and a Doctor of Education (Ed.D.) in Leadership Studies. Named by the U.S. Department of Education as one of the most affordable colleges in Louisiana, LSU Shreveport offers high quality classroom instruction with very affordable tuition rates. In addition, LSUS offers many forms of financial aid, including scholarships, on-campus employment, and graduate assistantships. With recent expansion in the university’s infrastructure and investment in educational technology, these improvements continue to enhance the student experience at LSU Shreveport, and the University has proven itself to be an institution of opportunity and quality.

About Shreveport: The Shreveport-Bossier City area offers an attractive quality of life, combining the conveniences of a big city with the warmth and hospitality of a smaller town. With a metropolitan population of more than 380,000, the Shreveport-Bossier City area offers a low cost of living, affordable housing, and many diverse dining and entertainment options. Exceptional outdoor recreation opportunities abound. Frequently called "A Sportsman's Paradise," the area's mild climate, various lakes and rivers, and beautiful parks create the perfect setting for jogging, bicycling, water skiing, jet skiing, hunting and fishing. For other recreational activities, Shreveport-Bossier is home to riverboat casinos and horse racing at Louisiana Downs. Additional entertainment venues include the Brookshire Grocery Arena which hosts numerous musical events, comedians, rodeos, children’s events and ice-skating productions, among others. Shreveport also hosts dozens of festivals with regional food and music, and offers regular theatrical productions, ballet performances, as well as performances by the Shreveport Symphony and the Shreveport Opera. Shreveport is also home to the American Rose Garden.