

# OKLAHOMA BAPTIST UNIVERSITY

## POSITION DESCRIPTION

**Title:** Assistant/Associate Professor of  
Creative Writing and English

**Department:** Division of Language &  
Literature

### **OBU Mission Statement**

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

### **Expectations for all Employees**

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees must embrace these expectations and model them in their behavior.

- *Demonstrate commitment to the essentials of the Christian faith.*
- *Commit to the mission and vision of Oklahoma Baptist University.*
- *Treat people with dignity and respect.*
- *Build relationships on honesty, integrity, and trust.*
- *Strive for excellence through teamwork, leadership, and a strong work ethic.*
- *Manage human and financial resources wisely and efficiently.*

**Purpose:** The Division of Language and Literature at Oklahoma Baptist University seeks an Assistant/Associate Professor of Creative Writing and English with a concentration in fiction to teach creative writing at the beginning, intermediate, and advanced levels as well as first-year composition. Competitive candidates will have a strong commitment to Christian higher education and a clear vision for the integration of faith and learning in the creative writing and first-year composition classrooms. Depending on credentials and qualifications, the successful candidate may also be invited to teach the sophomore-level Western Civilization literature and history survey, as well as upper-level English electives.

### **Essential Functions:**

- Teach introductory, intermediate, and advanced courses in creative writing, with preference for fiction.
- Teach general education/core curriculum courses in composition and literature.
- Teach additional courses in writing, editing, or literature as assigned, according to qualifications.
- Demonstrate effective integration of Christian faith and academic discipline in teaching and scholarship.
- Maintain a teaching load of 24 credit hours per academic year.
- Maintain an active publication profile in the field of fiction.
- Advise and mentor undergraduate students.
- Contribute to divisional and university service, including committee work, recruitment, and retention efforts.

### **Other Duties:**

- Participate in faculty development opportunities and professional organizations.

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- Support and attend campus events, particularly those within the Division of Language & Literature.
- Collaborate with colleagues across disciplines to strengthen the liberal arts mission of OBU.
- Assist with assessment, curriculum development, and program review as needed.

### **Required Qualifications:**

- Terminal degree in Creative Writing (Ph.D. or M.F.A.) with a concentration in fiction; ABD considered. Minimum qualifications include a M.A. in English or a pertinent field and a robust record of fiction publication.
- Demonstrated excellence in teaching undergraduates.
- Active record (or clear potential) of creative publication, preferably in fiction.
- Strong commitment to integrating faith and learning.
- Ability to engage students in inclusive and supportive learning communities.
- Commitment to OBU's mission as a Christian liberal arts university.
- Excellent communication, organizational, and interpersonal skills.

### **Equipment:**

- Standard office equipment (computer, printer, copier, scanner, projector).
- Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Learning management system (e.g., Canvas).
- Online grading and course registration systems (e.g., Banner).

### **Physical Requirements:**

- Ability to sit, stand, and lecture for extended periods of time.
- Ability to use a computer for extended periods of time.
- Sufficient mobility to move between offices, classrooms, and campus facilities.
- Visual and auditory ability to effectively communicate with students and colleagues in person and through electronic means.
- Ability to travel occasionally for professional development or university-related activities.

### **Special Requirements:**

- Must be a member of a local evangelical\* Christian church.\*Evangelical is a broad term referring to segment within Christianity which maintains the authority of the Bible and the belief in salvation by faith in Jesus alone.
- Please apply using the link for "Faculty Applications" on the OBU website at: <https://www.okbu.edu/hr/jobs.html>

### **OBU Benefits Summary:**

OBU understands that our employees are our most valuable assets when fulfilling our mission. We strive to offer an extensive array of benefits and opportunities for employees to choose from. Full-time employees benefit from the generous OBU provision of premium contributions for

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nationwide family-friendly Health and Dental coverages along with free life insurance that includes accidental death and dismemberment equal to an employee's base salary. OBU provides access to optional employee-paid ancillary benefits like vision, hospitalization, critical illness, accident, additional employee-paid family life insurance coverages, and education benefits at OBU and other institutions of higher education. There is generous paid time off that includes annual granted vacation time, accrued sick leave, six annual holidays, and week-long breaks for Thanksgiving and Christmas that include energy conservation days. For all employees working at least half-time, there is an employer matching opportunity for retirement investments in a 403(b)(9) plan administered by Guide Stone. There are numerous other perks and opportunities for OBU employees including FREE family membership to the OBU Recreation and Wellness Center or RAWC, Global outreach university mission trips, cafeteria discounts, and parking privileges to name a few. For more information about the current OBU employee benefits and opportunities, please contact the Human Resources staff at [HR@okbu.edu](mailto:HR@okbu.edu).