

Staff Positions for the next Academic Year 2016-2017:

Fundraising and Development Department

- **Development Officer**

Required Skills and Qualifications:

- Bachelor's degree or equivalent
- Graduate work in related field, preferred
- Minimum of 5-7 years of top level successful fundraising experience
- Microsoft Office and donor tracking systems
- Expert of knowledge of fundraising techniques.
- Expert ability to communicate verbally and in writing, and develop and maintain interpersonal relationships.
- Expert ability to analyze information/ Situations and solve problems.
- Expert ability to handle sensitive information discretely and maintain confidentiality.
- Solid ability to organize and manage multiple projects/tasks simultaneously.
- Solid knowledge of current issues facing public universities and interests of assigned school, students, faculty, and alumnae.
- Solid ability to recruit and manage activities of volunteer staff.
- Solid ability to cultivate and solicit donations from individuals at leadership gift level.
- Computer proficiency required

Faculty Positions for the next Academic Year 2016-2017:

A. Hekma School of Design and Architecture

1. Interior Design Department

- **Assistant Professor, Associate Professor, Full Professor**

Required skills and qualifications:

- PhD or Masters in Interior Design, Interior Architecture
- Minimum of (2) years of teaching experience at a university level plus minimum of (2) years of professional experience in the relevant field.

- Good command of English Language (spoken and written)
- Professional certification to practice, licensure or its equivalent is an advantage
- Professional experience or teaching experience in software applications is desirable such as: 2D AutoCAD, 3D CAD, 3D Max, Photoshop & Illustrator

2. Architecture Department

- **Assistant Professor, Associate Professor, Full Professor**

Required skills and qualifications:

- Ph.D. or Masters in Architecture.
- Minimum of (2) years of teaching experience at a university level plus minimum of (2) years of professional experience in the relevant field.
- Candidates must be able to teach architectural design studios and construction methods.
- Good command of English Language (spoken and written)
- Proficiency in: AutoCAD, SketchUp pro and other Architectural software such as Revit and BIM are desired.

3. Visual Communication Department

- **Design/Art History Assistant Professor, Associate Professor, Full Professor**

Required skills and qualifications:

- PhD, MFA or MA in Art & Design History
- Extensive knowledge of industry standard software as well as emerging technologies.
- Minimum of (2) years of teaching experience at a university level plus minimum of (2) years of professional experience of working within commercial contexts, is an advantage
- Good command of English Language (spoken and written)

- **Web Design Assistant Professor, Associate Professor, Full Professor**

Required skills and qualifications:

- Ph.D. or Masters in Web Design
- Minimum of (2) years of teaching experience at a university level plus minimum of (2) years of professional experience in the relevant field.
- Good command of English Language (spoken and written)

B. Hekma School of Business and Law

1. Human Resources Management Department

- **Assistant Professor, Associate Professor, Full Professor**

Required skills and qualifications:

- Doctorate degree in Human Resources Management
- Appropriate teaching experience.
- Evidence of scholarly record and published research

2. Management Information Systems Department

- **Assistant Professor, Associate Professor or Full Professor**

Required skills and qualifications:

- Doctorate in Management Information System or Computer Science
- Appropriate teaching experience
- Evidence of scholarly record and published research

3. Accounting under the Business Department

- **Assistant Professor, Associate Professor or Full Professor**

Required skills and qualifications:

- Doctorate degree in Accounting
- Appropriate teaching experience
- Evidence of scholarly record and published research

4. Finance Department

- **Assistant Professor, Associate Professor or Full Professor**

Required skills and qualifications:

- Doctorate degree in Finance
- Appropriate teaching experience
- Evidence of scholarly record and published research

5. Law Department

- **Assistant Professor, Associate Professor or Full Professor**

Required skills and qualifications:

- Doctorate degree in Law **but not specialized in Criminal law**

- Minimum of (5) years teaching experience
- Evidence of scholarly record and published research on relevant areas
- Commitment to excellence in teaching, research and professional service
- Excellent command of the English Language (spoken and written)
- Strong interpersonal, communication and organizational skills

C. Hekma School of Education and Applied Sciences

1. Special Education Department

- **Learning Disability Assistant Professor, Associate Professor or Full Professor**

Required skills and qualifications:

- Doctorate in Special Education - Learning disabilities emphasis
- Evidence of scholarly record and published research on relevant areas
- Minimum of (2) years successful teaching at the collegiate level
- Commitment to excellence in teaching, research and professional service
- Excellent command of the English Language (spoken and written)
- Strong interpersonal, communication and organizational skills

- **Autism Assistant Professor, Associate Professor or Full Professor**

Required skills and qualifications:

- Doctorate in Special Education
- BCBA Certification
- Autism emphasis
- Evidence of scholarly record and published research on relevant areas
- Minimum of (2) years successful teaching at the collegiate level
- Commitment to excellence in teaching, research and professional service
- Excellent command of the English Language (spoken and written)

- Strong interpersonal, communication and organizational skills

2. Speech, Language & Hearing Sciences Department:

- **Assistant /Associate Professor in Speech Language Pathology**

Required skills and qualifications:

- PhD in Speech Language Pathology or Audiology & certified by ASHA
- Evidence of scholarly record and published research on relevant areas
- Minimum of (1) year successful teaching at the collegiate level
- Commitment to excellence in teaching, research and professional service
- Excellent command of the English Language (spoken and written)
- Strong interpersonal, communication and organizational skills
- Organize, prioritize and perform multiple tasks concurrently

- **Assistant / Associate Professor in Audiology**

Required skills and qualifications:

- PhD in Speech Language Pathology or Audiology & certified by ASHA
- Evidence of scholarly record and published research on relevant areas
- Minimum of (1) year successful teaching at the collegiate level
- Commitment to excellence in teaching, research and professional service
- Excellent command of the English Language (spoken and written)
- Strong interpersonal, communication and organizational skills
- Organize, prioritize and perform multiple tasks concurrently

Dar Al-Hekma University offers attractive packages that include tax-free salary, housing, transportation, medical insurance and other benefits.

If you are interested in one of the vacancies, please send your resume to:

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