

OKLAHOMA BAPTIST UNIVERSITY

POSITION DESCRIPTION

Title: Assistant or Associate Professor of
Music Composition and Theory

Department: Music

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: OBU is a distinguished Christian university committed to integrating faith and learning. We strive to provide an education that fosters intellectual growth, spiritual development, and a commitment to service. The Music program is dedicated to excellence in undergraduate teaching, artistic development, and mentorship, with a particular emphasis on music theory, composition, and creative expression within a Christ-centered liberal arts environment.

We are seeking a faculty member in music composition and theory who demonstrates strong teaching ability, creative and scholarly engagement, and a commitment to mentoring students. The ideal candidate will contribute to the development of thoughtful musicians, creative artists, and emerging professionals while supporting the mission of the University through teaching, service, recruitment, and faith integration.

Essential Functions:

- Teach applied composition lessons, composition seminar, and composition classes.
- Teach undergraduate theory classes at all levels, including Fundamental Theory; Theory and Aural Skills I, II, III, and IV; and advanced theory seminars beyond the Theory IV sequence.
- Develop and implement effective student-centered teaching strategies that integrate faith and learning, including appropriate instructional technology and current pedagogical approaches in composition and theory education.
- Advise and mentor undergraduate students in academic planning, artistic development, career readiness, and spiritual formation.
- Recruit students to study music and pursue degrees offered within the Division of Music.
- Collaborate with colleagues and students within and beyond the Division of Music to create and promote excellent musical and academic experiences.
- Participate in curriculum development and ongoing assessment of music courses and programs in support of institutional effectiveness and continuous improvement.

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- Engage in creative and scholarly activity appropriate to a liberal arts environment, including composition, performance, research, or the scholarship of teaching and learning.
- Integrate Christian faith into classroom instruction and artistic practice, helping students consider vocation, creativity, ethics, and artistic excellence through a Christian worldview.
- Participate in University committees and shared governance as assigned.
- Support experiential learning and formative professional development opportunities through performances, composition projects, conferences, recitals, and other career readiness experiences.
- Uphold and promote the Christian mission and values of the University in all professional activities.

Other Duties:

- Maintain membership and participate in appropriate professional organizations.
- Contribute to administrative tasks, including service on departmental and university committees.
- Travel occasionally to recruit prospective students and accompany current students to performance and professional opportunities, including Music Educators conferences and related events.
- Assist with recruitment events, auditions, performances, and outreach activities for the Division of Music.
- Collaborate with faculty across disciplines to support interdisciplinary learning opportunities and initiatives.
- Other duties as assigned.

Required Qualifications:

- Demonstrated strength in music composition and theory instruction.
- Private and/or classroom teaching experience at the undergraduate level.
- Knowledge of current pedagogical approaches in composition and theory education.
- Keyboard abilities appropriate to the college-level theory instructor.
- Ability to thoughtfully integrate Christian faith with the study and practice of music.
- Strong verbal and written communication skills with exceptional follow-up and organizational ability.
- Ability to establish and maintain effective working relationships with students, faculty, staff, administration, and external partners.
- Ability to handle multiple responsibilities effectively in a fast-paced academic environment.
- Ability to work some evenings and weekends in support of performances, rehearsals, events, and recruitment activities.
- Ability to travel occasionally, including overnight travel for recruitment and professional engagement.
- Strong analytical, interpersonal, and time-management skills.

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- Proficiency with instructional technology, Microsoft Office applications, and learning management systems.
- Active involvement in a Christian church and alignment with the University's statement of faith.

Education:

Required: Completed Master's degree in Music or a closely related field.

Preferred: Doctorate in Music (Composition, Theory, or related discipline).

Experience

Required:

- Private and/or classroom teaching experience at the undergraduate level.
- Demonstrated ability to teach music theory and composition effectively.
- Experience with music notation software such as Finale or Sibelius.
- Basic computer skills, including word processing and learning management software.
- Strong commitment to integrating Christian faith with academic excellence.

Preferred:

- Successful teaching experience as a music faculty member at an accredited undergraduate institution.
- Experience with curriculum development and academic program assessment.
- Engagement in professional or creative activity within the discipline.

Equipment

- Musical instruments and keyboards appropriate to instruction in theory and composition.
- Music notation and composition software (e.g., Finale, Sibelius, or related platforms).
- Standard instructional technology, including Canvas learning management system, presentation software, and classroom audio-visual systems.
- Recording and playback equipment used in music instruction, composition, and performance.

Physical Requirements

- Ability to teach in classroom, rehearsal, and performance settings, including standing or sitting for extended periods.
- Ability to hear, evaluate, and respond accurately to musical performance and instruction.
- Ability to move between classrooms, rehearsal spaces, offices, and performance venues.
- Ability to lift and transport instructional materials or equipment, typically up to approximately 25 pounds.

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>

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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 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.