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# Example of Business Instructor Job Description

Our company is looking for a business instructor. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for business instructor

* Meets with students, staff members and other educators to discuss students’ instructional programs and other issues affecting the progress of the students
* Teach courses in business, marketing and/or management
* Provide instruction in Business Statistics, standard business statistical programs and software, and assessment of course completion of course competencies
* Consults with business management to assess learning gaps
* Delivers instruction and training to associates individually or within groups
* Works closely with business resources of all levels and other business instructor associates within and outside the same training organization
* Continually, acquire, apply, and reinforce related business skills and knowledge for the business units supported
* Will teach the basics of grammar, business communications, and academic writing, from an existing but evolving curriculum
* Emphasis in the classroom is on the students learning from each other and through their own curiosity
* Instructor will spend much of their time guiding students in professional behavior, helping them to build confidence, and advising them on choices that will help them reach their goals

## Qualifications for business instructor

* Career and Technical Education
* Masters in discipline and/or post-secondary credentialing
* Post-secondary credentialing approved for Business and Finance classes
* Master’s Degree in Business (MBA) OR Master’s degree with 18 graduate credit hours in business
* Apply for Career and Technical Education Credential
* Two (2+) years business experience AND higher education teaching