The School of Financial Planning at Texas Tech University (TTU) is widely recognized as the leader in financial planning education. This reputation was earned through years of innovation and excellence leading to the first School of Financial Planning. Faculty have earned national and international recognition for their accomplishments both in and out of the classroom. Students are actively involved and highly successful in national competitions, and many alumni are recognized leaders in the professional community. The School has a broad range of successful programs and is in constant pursuit of new opportunities that support its goals of solidifying financial planning as a highly desired and sought-after education opportunity and professional career. Given such, the School Director is expected to lead in a manner consistent with this tradition of excellence that propels the School of Financial Planning at Texas Tech University to new levels of future success.

**POSITION**
- School Director; Financial Planning
- Tenured Nine-month/three-month position (Twelve-month total), administrative, teaching, and research appointment.

**QUALIFICATIONS**
- Earned doctorate in Personal Financial Planning or a terminal degree in a closely related field such as Consumer/Family Economics, Economics, Law, and Finance
- Rank of Associate Professor required, Full Professor preferred.
- Demonstrated record of administrative and leadership experience
- CFP® certification preferred. Other related designations are also valued such as the ChFC®, CFA®, CPA, CLU®, AFC®, and CFT-I™.
- Demonstrate strong ties to the financial planning academic and professional community, commitment to fostering strategic relationships and development opportunities
- Preference given to those with academic experience in personal financial planning and the ability to teach courses involving CFP Board-registered required topics
- Demonstrated record of high-quality research, grant writing, and teaching effectiveness related to financial planning, including a commitment to curriculum planning and developing faculty in these areas
- Demonstrated commitment to collaboration, partnerships, and collegiality with a variety of stakeholders, including the internal university community
- Demonstrated ability to maintain a high level of faculty morale and enthusiasm
- Strong interpersonal, written, and oral communication skills
- Active membership in relevant financial planning academic and professional organizations
- A demonstrated and ongoing commitment to serving diverse student, faculty, and multicultural populations while exhibiting an understanding of, and sensitivity to, issues affecting women and other underrepresented populations

**RESPONSIBILITIES**
- Provide visionary leadership to drive innovation, growth, and funding for the School of Financial Planning
- Fulfill school administrative duties on a nine-month teaching and research appointment and a three-month administrative and teaching appointment
- Ensure continued CFP Board Registered Program status, comply with accreditation standards, and facilitate the renewal process with the CFP Board
- Provide collegial leadership for faculty
- Support faculty in conducting and publishing research in refereed scholarly journals and obtaining external research funding
- Commitment to support and provide guidance for faculty through the tenure and promotion process
• Oversee undergraduate and graduate programs in various modalities (face-to-face, blended/hybrid, and online, including scheduling courses and special events
• Oversee student recruitment and retention efforts
• Provide school reports for various areas within the college and university
• Collaborate effectively with internal and external stakeholders
• Direct graduate student research primarily at the doctoral level, including doctoral dissertation committees
• Counsel and mentor students
• Develop strong relevant and financially supportive industry partnerships
• Participate in outreach and engagement activities in the community and profession
• Teach undergraduate and graduate classes involving CFP Board Registered Program required topics
• Serve on school, college, and university committees
• Supervise administrative staff
• Provide oversight of budget, facilities, and equipment
• Recruit, mentor, and evaluate faculty and staff
• Advocate for the resource needs of the programs, faculty, staff, and students

**SALARY AND RANK**
• Commensurate with qualifications and competitive with financial planning programs nationally

**EFFECTIVE**
• September 1, 2022 (negotiable)

**APPLICATION REVIEW**
• Application reviews will begin January 10, 2022

**PFP SCHOOL**
• The School of Financial Planning (www.pfp.ttu.edu) offers a B.S., M.S., and Ph.D. in Personal Financial Planning. All programs are registered with the Certified Financial Planner Board of Standards.
• Three dual degrees are offered: JD/MS in PFP, MBA/MS in PFP, and MS Tax/MS PFP and a minor in Agricultural Economics Ph.D. is also supported
• Graduate certificates in Personal Financial Planning, Charitable Financial Planning, and Life-Centered Financial Planning are provided as well as a hybrid delivery MS degree
• An online minor in Personal Finance and courses to meet the financial literacy needs of students are offered
• Enrollment of majors includes 158 undergraduate students and 126 graduate students, of which 49 are doctoral. There are 137 Personal Finance minors.
• Faculty positions currently include 9 full-time graduate faculty, 3 part-time faculty, and 7 adjunct faculty who work as a team to accomplish their collective goals
• Students take classes and study in the 4,200 square foot Charles Schwab/PFP Technology Complex.
• The Center for Financial Responsibility offers research and outreach opportunities for the financial planning faculty and graduate students
• Knowledge Empowering You (KEY) utilizes Personal Financial Planning students to provide educational outreach and one on one financial counseling in the Lubbock community
• Red to Black (through Student Services) provides peer financial planning and education for TTU students and hands-on experience for PFP majors.
• Financial Planning Academy, funded by Charles Schwab Foundation, is a summer camp that introduces high school students to the Registered Investment Advisory industry and provides education in the core areas of personal financial management.
• The new Personal Financial Planning Clinic is undergoing renovation and will enable our students to have direct client-facing experiences. The Clinic will impact
numerous lives in the Lubbock community, and will provide innovative experiential learning opportunities that equip our students to be the best of the next generation of financial planners.

**COLLEGE**

- The College of Human Sciences is comprised of twelve programs including Financial Planning; Couple, Marriage and Family Therapy; Community, Family, and Addiction Sciences; Family and Consumer Sciences Education; Restaurant, Hotel and Institutional Management; Retail Management; Nutritional Sciences and Dietetics; Apparel Design and Manufacturing; Interior Design; Human Development and Family Sciences; Human Sciences, and Early Childhood Education
- Complete information on the college is available at [www.hs.ttu.edu](http://www.hs.ttu.edu)

**UNIVERSITY**

- Texas Tech University ([www.ttu.edu](http://www.ttu.edu)) is a state-supported, comprehensive university with over 40,000 students offering a wide variety of academic, cultural, and athletic activities
- It is located on an 1,839-acre campus, including a School of Law, Texas Tech Museum, and the National Ranching Heritage Center. By acreage, TTU is the second largest contiguous university campus in the U.S.
- The contiguous Texas Tech Health Sciences Center School of Medicine includes medicine, allied health, nursing, pharmacy, and biomedical sciences
- Texas Tech University is designated as a Hispanic Serving Institution (HSI)

**COMMUNITY**

- Texas Tech University is located in Lubbock, Texas ([www.visitlubbock.org](http://www.visitlubbock.org)), the third largest city in the Big 12 with a population of over 295,000.
- It is a regional center for health care and financial services surrounded by a large agricultural community.
- It is home to a vibrant arts district, including Lubbock Symphony Orchestra and the pre-professional School of Ballet Lubbock, along with the state-of-the-art Buddy Holly Hall of Performing Arts and Sciences.
- Lubbock International Airport, 7 miles (15 minutes) from campus, is serviced by three major airlines.

**APPLICATION**

- Please apply online at [http://www.depts.ttu.edu/hr/workattexastech/](http://www.depts.ttu.edu/hr/workattexastech/) under faculty, position vacancy 26485BR. Candidates are required to include a letter of application (cover letter), vita/resume, proof of professional license(s) or certification(s), and the names, email addresses, and telephone numbers of three personal or professional references. Candidates may include other materials they feel support their qualifications for the position. Candidates who have strong records of scholarship supported by extramural funding and who have demonstrated or potential to bring externally sponsored research to TTU are encouraged to apply. Materials that you would like to mail rather than submit electronically can be sent to:

  Robert Paul Jones, Ph.D., PFP Search Committee Chair  
  Texas Tech University  
  P.O. Box 41240  
  Lubbock, Texas 79409-1240  
  Telephone: 806-834-8922 | E-mail: robert.p.jones@ttu.edu

As an Equal Employment Opportunity/Affirmative Action employer, Texas Tech University is dedicated to the goal of building a culturally diverse faculty committed to teaching and working in a multicultural environment. We actively encourage applications from all those who can contribute, through their research, teaching, and/or service, to the diversity and excellence of the academic community at Texas Tech University. The university welcomes applications from minoritized candidates, women, protected veterans, persons with disabilities, and dual-career couples.