



Position: Instructor/Lab Manager

School of Resort & hospitality Management

Lutgert College of Business at Florida Gulf Coast University

Job Summary

The School of Resort and Hospitality Management (SRHM) is a School within the Lutgert College of Business currently offers a BS in Resort and Hospitality Administration; a second BS in Hospitality & Tourism Management is expected to be offered starting in the Fall of 2025, contingent upon all university and state approvals. SRHM and its program(s) are dually accredited by the AACSB and ACPHA.

SRHM is seeking to fill one position that will serve as a lab manager for the Kitchen and Wine labs and an instructor in the area of Food & Beverage Management., The successful candidate will have a reduced teaching load and may teach courses related to food safety, sanitation, and food production, in addition to other hospitality management areas, as assigned. The successful candidate will have a culinary certificate or culinary degree.

As the Culinary Lab Manager, the candidate will oversee the purchasing, receipt, and inventory control procedures related to food and beverage products used in the culinary lab and all food and beverage courses.

The Chef Instructor will teach at the undergraduate level, be involved in course and/or curriculum development; participate on College and University committees and/or initiatives. The successful candidate will demonstrate credentials consistent with "Practice Academic" classification under the AACSB faculty qualifications.

Florida Gulf Coast University is a comprehensive university dedicated to quality education, research, and service. All faculty are expected to: be excellent teachers, responsive to changing professional needs; be committed to innovative delivery of instruction resulting in improved student learning; be committed to effective use of technology including distance learning; produce peer reviewed scholarship; and provide service to the College, University and Community. Teaching assignments may be on the main campus or at off-campus sites within our region.

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Job Description

Typical duties may include but are not limited to:

- Teaching two classes per semester, Fall and Spring, which represents a two-course release due to lab management responsibilities; at the discretion of the Director of the School of Resort & Hospitality Management, additional course releases may be offered if additional duties are assigned or, alternatively, an overload offered if additional classes are assigned.
- The Chef Instructor/Lab Manager is expected to support and enforce appropriate food safety and sanitation practices within the Culinary Lab, including the established Culinary Lab dress code, with students and all others using the Culinary Lab.
- Compliance with all purchasing and receiving protocols, responsibly managing course fees for the food and beverage courses taught in the Culinary Lab in cooperation with the SRHM Administrative Assistant and other Chef Instructors.
- Serves on College & University committees, serve as a mentor to students, and liaison with the hospitality community.
- Engage in professional development activities each academic year to maintain teaching qualifications per AACSB and ACPHA accreditation standards.
- Establish individual performance goals each year to support University and SRHM objectives, evaluating performance relative to achieving these goals while meeting the deadlines defined in the CBA.
- Support Assurance of Learning (AoL) and continuous improvement by collecting data and evaluating student performance within assigned courses to improve course delivery.
- Hold office hours.
- Attend departmental meetings.
- Adopt course materials in a timely manner.
- Adopt the university learning management system.
- Adopt other campus-wide technology platforms as appropriate to other specified job duties.
- Complete mandatory/required training in a timely manner.
- Abide by University Policies and Regulations.
- Participate in the assessment process as required by your respective department.
- Timely and professional communication with students, colleagues, staff, and administrators
- Engage in essential duties with the highest standards of integrity, responsibility, excellence, and within the accepted practices and norms of your respective field/profession.

- Prepare syllabi and instructional materials, develop and deliver lectures and tests, and evaluate students.
- Engages in reflective self-assessment of teaching styles and methods to ensure consistently effective instructional performance.
- Collaborate with colleagues to develop/revise curriculum.
- Ensure the timely completion and reporting of student learning assessments.
- Continued professional development activity is expected at a level commensurate with rank and the mission of the University.
- Actively participate in community, institutional, and professional service in furtherance of FGCU's mission.
- Attends faculty and college meetings as required.
- Be available for scheduled office hours as posted.
- Performs other duties as assigned by the supervisor

Additional Job Description

Required Qualifications:

- Master's degree in Hospitality Management, Nutrition, Food Science, Business Administration or a closely related field, preferably with 18 graduate hours in Hospitality Management.

Preferred Qualifications

- A doctorate in Hospitality or a closely related field.
- 3-years of supervisory experience in a culinary environment.
- Experience teaching undergraduate courses in food production, food and beverage management, or nutrition.

Knowledge, Skills & Abilities

- Knowledge of major concepts, assumptions, debates, processes of inquiry, and ways of knowing that are central to the discipline(s).
- Understands how to use digital and interactive technologies to efficiently and effectively achieve specific learning goals.
- Knowledge of critical thinking processes and understanding how to help learners develop high-level questioning skills.
- Knowledge and skill in the use of inquiry-based instructional models and strategies.
- Knowledge and ability to use technology in various teaching modalities (e.g., Face-to-face, synchronous online, or asynchronous online).
- Knowledge of food preparation techniques; menu development; food and beverage specification, purchasing, and cost control procedures; food safety and sanitation; and food production processes.
- Ability to collaborate with stakeholders both within and outside the University in developing and delivering instruction, resulting in improved student learning.

Special Instructions to Applicants

Appointment will be made on a 9-month multi-year appointment basis available August 2025.

Because applications and materials are subject to public review and retention under Florida's Public Records Law, please DO NOT send examples of your project/scholarship unless requested to do so. Therefore, all submitted materials including articles, disks, slides, books, etc., become the property of FGCU and CANNOT BE RETURNED. As applicable, finalists will be notified of the need to submit specific additional materials. Such materials will become the property of FGCU.

Under Florida's Public Records law, applications will be available for public review upon request.

Required Application Materials:

- Cover Letter
- Unofficial Transcripts
- Curriculum Vitae or Professional Resume
- Statement of Teaching Philosophy
- Five (5) Professional Reference

Please apply using the following link:

https://fgcu.wd5.myworkdayjobs.com/en-US/eaglejobs/jobs/details/Instructor-Lab-Manager--Hospitality-Administration_R0005940?q=hospitality