Motivating Minds

NOCCCD will not sponsor any visa applications. Required medical certification pursuant to statute. Immigration Reform and Control Act; fingerprints and submitted. Materials submitted independently of the application package will not be accepted.

Submit application package to: North Orange County Community College District Human Resources 1830 W. Romneya Dr. Anaheim, CA 92801

DEADLINE FOR APPLICATIONS
Application package must be received by 5:00 pm, June 28, 2011. Postmarks will not be honored. Application packages received after the closing deadline will not be accepted. The District does NOT accept application materials by fax or email.

SELECTION PROCESS
The Hiring Committee will screen applications and select a limited number of candidates for an interview. This process will take several weeks. At the time of the interview a teaching presentation and/or a written exercise related to the assignment may be required. Subsequent to the interviews, the Hiring Committee will determine those candidates for final consideration. A second interview may be required of candidates selected as finalists. Possession of the minimum qualifications DOES NOT ensure an interview. Reasonable accommodations for applicants with disabilities may be requested by calling (714) 808-4821 at least three (3) business days in advance of the scheduled examination/Interview date.

The candidate selected for employment will be required to provide the following: official transcripts and verification of experience prior to the first duty day; identification and eligibility for employment within three (3) days of employment, pursuant to the Immigration Reform and Control Act; fingerprints and required medical certification pursuant to statute. NOCCCD will not sponsor any visa applications.

CYPRESS COLLEGE: “Minds. Motivated.”

Cypress College has motivated the minds of students since 1966. For nearly a half-million people including actors, surgeons, district executives, mechanics, nurses and teachers – Cypress College has been a springboard to their dreams. For some, Cypress College is the ticket into their university of choice and for others it provides essential training for a rewarding career. Just one Cypress College class often all it takes to provide cutting-edge skills that lead to a promotion or a new job. Cypress College – Minds. Motivated.

Cypress College’s 16,500 students and the highly qualified teaching faculty are proud of the many excellent academic and vocational programs. Cypress College offers 58 university-transfer majors, 141 career-certificate programs, and degrees in 51 areas of study. Dr. Michael J. Kasler is the president. Cypress College can be found on the web at www.cypresscollege.edu.

For further information about the position contact: Steve Donley – Dean, Career Technical Education (714) 484-7233

NOC CCD: “Greatness. Achieved.”

The mission of the North Orange County Community College District is to serve and enrich our communities and inspire life-long learning by providing education that is exemplary, relevant, and accessible.

Two of the state’s premiere colleges and most extensive continuing education program combine to provide the quality educational programming of the North Orange County Community College District (NOCCCD). Nearly 70,000 students enroll each term at Cypress College, Fullerton College, and the School of Continuing Education. College students are able to shape their futures in programs leading to associate degrees, vocational certificates, and transfer opportunities. Life-long learning also is possible in continuing education programs that range from high school completion and basic skills mastery through an array of vocational training and self-development courses. The NOCCCD campuses serve an area of over one million diverse people – each pursuing their own, unique ambitions. The NOCCCD – Greatness. Achieved.

The District is governed by a seven-member Board of Trustees, elected at large by registered voters residing in the District. The Chancellor is Dr. Ned Doffoney. The total District budget for 2009-10 was $200 million.

Cypress College and Fullerton College offer associate degrees, vocational certificates, and life-long education as well as developmental instruction and a broad array of specialized training.

The School of Continuing Education offers a variety of academic, training, and enrichment opportunities, including: high school completion, basic skills mastery, vocational certificates, and self-development courses.

The North Orange County Community College District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of sexual orientation, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures, or practices. The District is also committed to maintaining campuses that are free of harassment, drugs, and alcohol. A copy of the District’s full policy on non-discrimination, sexual harassment, sexual assault treatment and counseling and maintenance of a drug-free environment is available online at www.nocccd.edu.

9200 Valley View St. • Cypress, CA 90630-5897
www.cypresscollege.edu
**THE POSITION**

**AUTOMOTIVE TECHNOLOGY INSTRUCTOR**

Job #CCF803

Tenure-track position, 100% contract.

**STARTING DATE**

August 10, 2011

**DUTIES AND RESPONSIBILITIES**

*Duties and responsibilities as presented are intended to be representative and not restrictive. The District reserves the right to modify the assignment and allocation of duties in accordance with operational needs.*

Teach vocational automotive technology courses, including but not limited to, engine repair and engine machining.

Provide hands-on instruction in a live job/lab environment.

Participate in alternative fuels, hybrid and fuel cell vehicle training and instruction.

Participate in manufacturer’s update training to maintain level and currency of knowledge.

Participate in curriculum development and serve on division, college and district committees as necessary to maintain and improve the instructional program; participate in appropriate professional development activities.

Maintain formal office and campus hours; participate in department and division meetings.

Work cooperatively with staff and students.

Maintain current knowledge of instructional methods and new technologies pertinent to area of assignment; learn and apply emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized and timely manner.

Teach scheduled classes and perform related duties as assigned, including timely compliance with clerical and administrative responsibilities; comply with district, college and division policies in the performance of duties.

Instruct and assist in the growth and success of a diverse population of students through careful preparation of course materials, effective teaching methodologies and informed critical feedback on assignments and discussions.

Demonstrate sensitivity to and understanding of the disabilities and diverse academic, socioeconomic, cultural and ethnic background of students.

Evening and/or Saturday assignments may be required as part of the regular contract.

**MINIMUM QUALIFICATIONS**

Bachelor’s degree in any discipline AND two years of professional experience directly related to the teaching assignment; OR

Associate degree in any discipline AND six years of professional experience directly related to the teaching assignment; OR

Possess a valid California teaching credential authorizing service in a community college in Automotive Technology; OR

The equivalent. Equivalent qualifications may include related education, training, employment and professional experience that would be equal to the required degree(s) and experience in this field as determined by the District Equivalency Committee.

**AND THE FOLLOWING:**

Automotive Service Excellence (ASE), A1 Engine Repair Certification is required by May 2012, as a condition of contract renewal.

Current ASE Certifications (Master Technician preferred) in all eight areas of automotive repair are required by May 2012, as a condition of contract renewal.

All degrees and course work used to satisfy the required minimum qualifications must be from accredited postsecondary institutions (see www.nocccd.edu/Employment regarding accredited postsecondary institutions).

**DESIRABLE QUALIFICATIONS**

Bachelor’s degree in Vocational Education or Industrial Arts with automotive major and two years of industry experience OR Associate Degree in Automotive Technology with six years industry experience.

Knowledge and experience in automotive engine repair and engine machining.

Formal education in hands-on vocational student-centered teaching.

Community college and/or industry teaching experience in automotive technology.

Experience in developing new courses, instructional plan, and classroom experiences.

At least three years of full-time experience in a dealership or independent automotive service environment with a major focus on one of the following: engine repair, engine machining.

Active involvement in automotive related or automotive teaching related professional organizations.

Experience with and commitment to working with culturally and ethnically diverse groups.

Effective oral and written communication skills.

**SALARY**

The initial salary placement range is $55,380 – $83,844 depending on applicable education and experience. Initial salary placement will be determined by the District Office of Human Resources in accordance with the faculty collective bargaining agreement and is not negotiable.

**BENEFITS**

The District is a participating agency in the CalPERS Hospital and Medical Care plan which allows eligible employees to select from several plans for their hospital and medical care. The District pays the full cost of the employee-only health insurance premium for the plan selected by the employee. In addition, the District provides a discretionary fringe benefit allowance that may be allocated toward the premium cost of eligible dependent health insurance, dental insurance, vision insurance, life insurance, accident insurance, income protection insurance, and available investment options.

**APPLICATION PROCEDURE**

Reference Job #CCF803 in all correspondence. Download the District Academic Application on our website at http://www.nocccd.edu, or email requests to hr@nocccd.edu, or contact the Human Resources Office at (714) 808-4810. All application materials must be submitted with the District Academic Application as a complete package.

A complete application package MUST include the following:

1. Completed District Academic Application.
2. Letter of interest which demonstrates written communication skills and addresses the qualifications relevant to the position.
3. Resume describing educational background, teaching experience and work experience.
4. Undergraduate AND graduate college transcripts (may be unofficial). *The award of all degrees must be verifiable on a legible transcript. Evaluations of foreign degrees and course work are required. See www.nocccd.edu/Employment for information regarding evaluation of foreign degrees.*
5. Copies of professional licenses, certificates, and ratings pertaining to automotive technology, and/or teaching credentials status.
6. Copy of relevant California Community College Credential (if applicable).

Incomplete application packages and/or applications without signatures will not be considered. Failure to sign and to complete all fields in the General Information section of the application will be considered an incomplete application. All