Applicant bears the sole responsibility for ensuring that the application package is complete when submitted. Materials submitted independently of the application package will not be accepted.

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

DEADLINE FOR APPLICATIONS
Application package must be received by 5:00 pm, February 13, 2008. 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 paper 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 required medical certification pursuant to statute.

The North Orange County Community College District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, 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.

For further information about the position contact:
Joyce Carrigan – Dean, Fine Arts
(714) 484-7142

CYPRESS COLLEGE
Founded in 1966, Cypress College provides service to the community, offering a comprehensive educational program to its students. It is a student-centered institution, striving to achieve its vision of “A Premier Learning Environment for Student Success and Community Enrichment.” Faculty, staff and students work together in an atmosphere of open communication and mutual respect. A variety of innovative programs and specially-funded services provide creative learning opportunities for everyone on campus.

The college enrolls approximately 13,000 students each semester. There are over 200 full-time faculty (including 19 counselors) and over 450 adjunct faculty who are supported by more than 200 classified employees and 32 managers.

Incorporated in 1972, the Cypress College Foundation is a tax-exempt, nonprofit organization chartered to encourage contributions on behalf of the college. The Foundation is governed by a Board of Directors consisting of leading citizens of the Cypress College community. The Foundation’s current net worth is over $1 million.

Cypress College can be found on the web at www.cypresscollege.edu.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
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.

Located approximately 40 miles southeast of Los Angeles, California, the North Orange County Community College District is the 12th largest in the nation, serving approximately 70,000 students each semester. The geographic boundaries of the District encompass 155 square miles.

The District includes the following cities: Anaheim, Brea, Buena Park, Cypress, Fullerton, La Habra, La Palma, Los Alamitos, Placentia, Rossmoor, Yorba Linda, and portions of the following cities: Garden Grove, La Habra Heights, La Mirada, Orange, Seal Beach, Stanton, Whittier, and unincorporated territory in both Los Angeles and Orange counties. There are more than one million people living within its boundaries. 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. Jerome Hunter. The total District budget for 2006-07 was $191 million.

The District includes Cypress College, Fullerton College, and the School of Continuing Education.

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

The School of Continuing Education offers non-college credit programs including: high school completion, basic skills, vocational certificates, and self-development courses.
THE POSITION

ART – (ART HISTORY EMPHASIS)
INSTRUCTOR
Job #CCF947

STARTING DATE
August 13, 2008

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.

Teach courses in Art with an emphasis in Art History including but not limited to, Fundamentals of Art (with studio component), Introduction to Art, Survey of Art History I and II (including Ancient, Renaissance, and Contemporary Art).

Participate in the coordination and development of the Art History program, including related courses and activities.

Ability to use and support current teaching technology.

Teach classes as assigned, including the incorporation of a variety of teaching activities, strategies and modalities.

Work professionally and cooperatively with staff, students and the public.

Flexibility and skills conducive to interdisciplinary teaching.

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.

FLEXIBILITY AND SKILLS

Demonstrate flexibility and adaptability to diverse teaching and learning situations.

Interpersonal skills to work cooperatively with colleagues.

Effective oral and written communication skills.

Critical thinking skills and the ability to analyze and solve problems.

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

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

MINIMUM QUALIFICATIONS

Master's degree in fine arts, art, or art history; OR
Bachelor's degree in any of the above AND Master's degree in humanities; OR
Valid California teaching credential authorizing service in a community college in the appropriate subject matter area; 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 the field as determined by the District Equivalency Committee.

Education in and demonstrated experience in teaching the following courses are preferred: Art History, Survey of Art History, Introduction to Art History, and other courses related to Art History.

DESIRABLE QUALIFICATIONS

Knowledge of and experience in analyzing and evaluating the historical context of art.

Demonstrated experience in art gallery or museum curation.

Commitment to continued professional development.

Demonstrated participation in the development or participation in grants, awards or publications in the field of Art History.

Recent experience teaching Art History at the college or university level.

Demonstrated proficiency in written and spoken English.

Commitment to continued professional development.

Demonstrated participation in the development or participation in grants, awards or publications in the field of Art History.

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

Ability to maintain current knowledge of instructional methods and new technologies pertinent to areas 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.

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.

SALARY

The initial salary placement range is $54,294 - $82,200 depending on applicable education and experience. Initial salary placement will be determined by the District Office of Human Resources in accordance with the 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 #CCF947 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) 806-4810. 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). Evaluations of foreign degrees and/or course work are required. See www.nocccd.edu/Employment for information regarding evaluation of foreign degrees.
5. SEPARATE list of completed upper division and graduate level course work relevant to the position. Indicate full title and level of course. (THIS IS IN ADDITION TO TRANSCRIPTS.)
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 submitted materials become the property of the North Orange County Community College District and will be considered for this position only. The District will not return or make photocopies of application materials.