The District will not return or make photocopies of application materials. 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:  
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, February 12, 2013. Postmarks will not be honored.

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.

Fullerton College is a designated Hispanic-Serving Institution authorized under Title V of the Higher Education Act. The College recognizes the value of diversity in the academic environment of students, as well as faculty and staff, in promoting mutual understanding and respect, and in providing suitable role models for students.

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 2011-12 was $201 million.

For further information about the position contact:  
Scott McKenzie – Dean, Tech & Engineering  
smckenzie@fullcoll.edu


Founded in 1913, Fullerton College is the oldest community college in continuous operation in California. As one of five institutions of higher learning in the city of Fullerton, the college is an integral part of a complex higher education system.

The 83-acre campus features instructional buildings that include conventional classrooms as well as laboratory facilities for science, art, computer technology, photography, automotive services, physical education and other specialized programs. A full complement of athletic fields and facilities surrounds the campus. Dr. Rajen Vurdien is the President.

Fullerton College offers its students a comprehensive academic experience, in a real college setting. We are committed to quality education in all areas of study, ranging from transfer-level courses to career certificate programs. These programs, coupled with our full complement of student support services and excellent faculty virtually ensure student success.

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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.


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

Two of the state’s premier 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.

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

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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, sex, age, religion, disability, sex, gender 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.
THE POSITION
AUTOMOTIVE TECHNOLOGY
INSTRUCTOR
Job #FCF980
Tenure-track position, 100% contract.

STARTING DATE
August 23, 2013

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.

Instruct combination lecture and laboratory in all aspects of vocational automotive courses in a NATEF/ASE certified program including, but not limited to, automotive fundamentals, automotive transmission/transaxles, front wheel drive, brakes, suspension and steering, engine performance, engine repair, and air conditioning. Teach other automotive classes as assigned.

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 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 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.

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

Associate 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.

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). The award of all degrees must be verifiable on a legible transcript.

DESIRABLE QUALIFICATIONS
Bachelor’s in vocational education or industrial arts with automotive major and two years of automotive trade experience, or Associate in Automotive Technology.


Prior teaching experience in a manufacturer’s training program, community college, or other NATEF certified training facility.

At least five years recent automotive repair experience in a dealership or independent garage.

IMACA certification.

Active involvement in one or more automotive related professional organizations.

Experience with curriculum development in an automotive repair program.

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 #FCF980 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) 898-4810. 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 current, non-expired, professional licenses, certifications, and certificates (i.e., ASE, IMACA, etc.).
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 mandatory supplemental forms must be completed and returned with the application. All submitted materials become the property of the North Orange County Community College District and will be considered for this position only.