For further information about the position contact:
Bruce Cordell – Dean, Natural Sciences
(714) 992-7106
bcordell@fullcoll.edu

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.
THE POSITION

CHEMISTRY INSTRUCTOR
Job #FCF652

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 lower division lecture and/or laboratory courses in chemistry, including, but not limited to, Introductory (Allied Health) Chemistry, Chemistry for Daily Life, Elementary (Preparatory) Chemistry, General Chemistry, Organic Chemistry, and other courses as assigned.

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 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.

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

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.

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

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.

Work cooperatively with staff and students.

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

MINIMUM QUALIFICATIONS

Master’s degree in chemistry; OR

Bachelor’s degree in chemistry or biochemistry AND Master’s degree in biochemistry, chemical engineering, chemical physics, physics, molecular biology, or geochemistry; 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.

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

Demonstrated breadth and depth of chemistry coursework.

Demonstrated excellence in teaching chemistry at the college level.

Experience using a variety of teaching methodologies.

Demonstrated commitment to innovation and improvement in teaching, including evidence of commitment to professional growth and development

Demonstrated proficiency in using laboratory equipment and instruments appropriate for lower division chemistry courses.

Demonstrated ability to design new and appropriate laboratory activities.

Demonstrated experience in the development of curriculum.

Demonstrated ability to implement computer technology in the chemistry curriculum.

Experience in non-teaching chemistry related areas.

Participation in national, state, and/or local chemistry 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 $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 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 #FCF652 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). Evaluations of foreign degrees and/or course work are required. See www.nocccd.edu/Employment for information regarding evaluation of foreign degrees.
5. Three (3) letters of recommendation dated within the last two years (January, 2006 or later).
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 incomplete. 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.

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