Cypress College has motivated the minds of students since 1966. For nearly a half-million people including actors, athletes, doctors, 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 is 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.

The mission of the North Orange County Community College District is to serve and enrich our communities and inspire lifelong 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 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.
**THE POSITION**

MATHEMATICS INSTRUCTOR (TWO POSITIONS)

Job #CCF832

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 pre-transfer and college level courses in Mathematics, including, but not limited to, Basic Mathematics, Pre-transfer Level Mathematics, Pre-Calculus Mathematics, Finite Mathematics, Probability and Statistics, Calculus, Differential Equations and Discrete Mathematics.

Participate in departmental and college-wide activities including assessment of learning, budget planning, scheduling, outreach and collective decision making.

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 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, Saturday, and/or Math Learning Center assignments may be required as part of the regular contract.

**MINIMUM QUALIFICATIONS**

Master’s degree in mathematics or applied mathematics; OR

Bachelor’s degree in either of the above AND Master’s degree in statistics, physics, or mathematics education; OR

Possess a 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 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).

**DESIRABLE QUALIFICATIONS**

Demonstrated excellence in academic background and in teaching mathematics.

Experience in teaching Statistics and Developmental Mathematics.

Experience with emerging technology in teaching, e.g., computer technology, multimedia presentation, classroom clickers, etc.

Experience designing classroom activities appropriate for pre-transfer level Mathematics courses.

Experience with Distance Education (on-line or hybrid courses).

Experience in curriculum development.

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 #CCF832 in all correspondence. Download the District Academic Application on our website at http://www.nocccd.edu, or email requests to hrs@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/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 courses. (THIS IS IN ADDITION TO TRANSCRIPTS AND RESUME)
6. Minimum of one and maximum of three professional letters of reference written within the last two years.
7. Copy of licenses, certificates, certifications (if applicable).
8. 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 is necessary to apply. The District will not return or make photocopies of application materials. Applicant bears the sole responsibility for ensuring that the application package is complete.