CYPRESS COLLEGE: “Minds. Motivated.”

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.

NOCCCD: “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 Doftfoney. 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.

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

MUSIC INSTRUCTOR
Job #CCF995
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 lecture and laboratory courses in Music including, but not limited to, Music Fundamentals, Music Theory and Musicianship, Music History, Music Appreciation, Instrumental Applied Lessons, methods courses (i.e. piano, guitar, brass or woodwind).

Direct performance ensembles and supervise students in related activities.

Provide leadership and assist in developing and building a program or discipline within the Music Department.

Maintain current knowledge of music trends and styles.

Contribute to the development of Student Learning Outcomes and participate in various departmental program review activities.

Assist in coordinating and participation in outreach and recruitment events.

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

MINIMUM QUALIFICATIONS

Master’s degree in music OR
Bachelor’s degree in music AND Master’s degree in humanities; 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/Admission regarding accredited postsecondary institutions).

DESIABLE QUALIFICATIONS

Evidence of instruction of Music Theory and Musicianship, Music History, Music Appreciation, Music Fundamentals, Instrumental Applied Lessons, methods courses (i.e. piano, guitar, brass or woodwind) at the college and/or university level.

Evidence of experience in directing or conducting major performance ensembles at the college and/or university level.

Experience in teaching courses and/or evidence of technical proficiency in Electronic Music and Recording Arts.

Active performer or scholar.

Evidence of outreach and recruitment at the college and/or university level.

Evidence of experience in publicity and marketing of music programs, concerts or recitals at the college and/or university level.

Evidence of use and support of current teaching technology (i.e. experience teaching online/hybrid courses, pod casting, various digital methods of delivery, music editing, online resources, etc.).

Evidence of working collaboratively in academia.

Evidence of participation in interdisciplinary programs or projects.

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.

APPLICATION PROCEDURE

Reference Job #CCF995 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, professional experience that would be equal to the required degree(s) and experience in this field as determined by the District Equivalency Committee.
4. Undergraduate AND graduate college transcripts (may be unofficial). The award of all degrees must be verifiable on a legitimate transcript. Evaluations of foreign degrees and 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 AND RESUME).
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.