
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.


For further information about the position contact: Dan Willoughby – Dean, Humanities
(714) 992-7036

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 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 Dofteny. 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

READING INSTRUCTOR
Job #FCF832
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 the full range of reading courses, with special emphasis on critical thinking, from basic skills through college level as well as courses in study skills, advanced vocabulary, and speed reading.

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.

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 evaluation of students through careful counseling and guidance. Teacher assignments and discussions.

Work cooperatively with staff and students.

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 education with a specialization in reading or teaching reading; OR Bachelor's degree in any academic discipline AND twelve semester units of course work in teaching reading AND Master's degree in English, literature, linguistics, applied linguistics, composition, comparative literature, TESOL or psychology; 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).

DESIRABLE QUALIFICATIONS
Advanced degree in the area of reading.

Knowledge of current theories and methods in teaching reading, including online/hybrid instruction.

Experience teaching reading at the community college level.

Ability to analyze and evaluate nonfiction.

Ability to teach college-level vocabulary and higher levels of comprehension.

Ability to teach courses in basic skills and critical thinking.

Demonstrated commitment in extracurricular or community service.

Demonstrated commitment to the discipline of reading through involvement in professional organizations and activities.

Knowledge of use of computers and other emerging technologies in classroom instruction.

Demonstrated ability to motivate and teach students with diverse backgrounds, learning styles, and special needs.

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 - $83,944 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 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 #FCF832 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 (#1-9):

1. Completed District Academic Application, preferably word-processed.
2. 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.

Each of the following components of the application process is a separate requirement. The committee requests that each component below follow the recommended maximum page lengths while using Times New Roman, 12-point font and one-inch margins. Applicants should include the most relevant information.

3. Copy of relevant California Community College Credential (if applicable).

4. Letter of interest which demonstrates written communication skills and addresses the qualifications relevant to the position. (2 pages maximum)

5. Resume describing educational background, teaching experience and work experience. (2 pages maximum)

6. Separate list of relevant courses taught at post-secondary institutions, including college number, course title, level, and number of times taught. (1 page maximum)

7. Separate list of completed upper division and graduate level course work relevant to the position, including course number, full title, and course level (upper division vs. graduate). (1 page maximum)

8. Separate list of relevant professional activities, including service to educational institutions, contributions to the profession, and/or professional development in the discipline. (1 page maximum)

9. Separate list of five (5) references, including professional relationship, current addresses, and telephone numbers of both colleagues and current supervisors. (1 page maximum) (THIS IS IN ADDITION TO THE REFERENCES SECTION OF THE APPLICATION; REFERENCES MAY BE THE SAME).

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.