

faculty position



Position: 3767-f-02-10
Opening Date: January 19, 2010
Closing Date: March 10, 2010

Computer Information Systems/ Business Instructor

College of the Sequoias

915 S. Mooney Blvd.
Visalia, CA 93277-2234
(559) 730-3867

Full-time, Tenure-Track Position
Beginning August 13, 2010
WEB: www.cos.edu

Description of Position

College of the Sequoias is seeking an applicant to fill a full-time, tenure-track position in the Business Division beginning August 2010. Teaching assignment could include web page design and programming courses such as VB.Net, JAVA, C++, etc. In addition, teaching assignment may include Microsoft Office Suite courses (Word, Excel, and Access) and general business courses. In addition to teaching loads, applicant will be required to develop and write curriculum for his/her designated teaching assignments. Evening classes, weekend classes, and teaching at off-campus centers in nearby communities may be required.

Participation in the governance of the College by way of committee assignments is encouraged. Other responsibilities include maintenance of a required number of office hours to meet student needs, full participation in departmental responsibilities and the willingness to create and/or participate in and sustain an atmosphere of equality which is respectful of diversity campus wide.

Minimum Qualifications

The candidate must meet one of the following criteria. The degree must generally be from an institution accredited by the Western Association of Schools and Colleges or the equivalent.

- Master's in computer science or computer engineering **OR**
- Bachelor's in either of the above **AND** Master's in mathematics, cybernetics, business administration, accounting, or engineering **OR**
- Bachelor's in engineering **AND** Master's in cybernetics, engineering, mathematics, or business administration **OR**

- Bachelor's in mathematics **AND** Master's in cybernetics, engineering, mathematics, or business administration **OR**
- Bachelor's degree in any of the above **AND** a Master's degree in information science, computer information systems, or information systems **OR**
- The equivalent **AND**
- Demonstrated sensitivity to, and understanding of, the diverse academic, social, economic, cultural, disability, and ethnic backgrounds of community college students.

Candidates claiming equivalency must demonstrate a combination of education and other accomplishments that are equivalent to the MQ's. If claiming equivalency, you will need to read Board Policy on equivalency and prepare a statement documenting how you feel you meet the equivalent qualifications.

Desirable Qualifications

The Business Division is looking for evidence of the following:

- Recent successful teaching experience at the adult, secondary, and/or postsecondary level within area of assignment.
- A background in Computer Information Systems and Business.
- Successful teaching or work experience with diverse student populations.

- Ability to make a positive contribution to the instructional program at College of the Sequoias by developing instructional activities, course syllabi, course outlines and other necessary material.
- Ability to evaluate one's pedagogy and subsequently to adapt that pedagogy to meet the learning needs of students.
- Familiarity with the educational needs of students pursuing careers in computers and/or business.
- The ability to work collegially.
- A commitment to the discipline(s).
- Ability to incorporate student learning outcome objectives within course and programs and willingness to develop and use stated objectives and measures.
- Experience with or interest in alternative instructional modes, such as web-based or on-line instruction, multi-media systems, cooperative learning, or integrated curricula.

Conditions of Employment

Salary is commensurate with education and experience. Initial placement with Master's degree ranges from \$54,663 to \$72,069.

District paid medical/dental/vision insurance program for employee and dependents and \$100,000 employee life insurance is provided.

Contract period is for ten (10) months during the regular academic year beginning August 2010 through May 2011.

Pre-service orientation and/or inservice meetings will be offered in August 2010.

A collective bargaining agreement exists, and membership in the College of the Sequoias Teachers Association (COSTA) or payment of a service fee is required.

Screening Procedure

Only **complete** application packages will be evaluated by the screening committee as soon as possible after the closing date. Application materials will be evaluated to determine how fully the applicant meets the Desirable Qualifications. This evaluation process will determine which applicants will

be invited for an interview. The most successful interviewees will be invited to a second interview with the College Superintendent/President.

All costs incurred as a result of the application/selection process shall be borne by the candidate.

Application Procedure

Applicants **must** submit the following materials which must be received by Human Resource Services on or before the application deadline,

March 10, 2010 by 4:30 p.m.

- Completed COS academic/administrative application form
- Diversity Statement (included in the application packet)
- Curriculum Vitae or Resume
- Letter of interest which addresses the Desirable Qualifications
- Unofficial copies of transcripts of college/university work. Official transcripts are required for employment.
- Equivalency document (if necessary)

Submit to:

Linda Reis

(559) 730.3867

E-Mail: LindaRei@cos.edu

Human Resource Services

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Note: Incomplete application packages will **not** be forwarded to the selection committee for consideration in the hiring process. All documents received become the property of the District and will not be returned. Human Resource Services will **not** copy any of the materials submitted for the applicant.

Notice to all candidates for employment

The Immigration Reform and Control Act of 1986, Public Law 99-603, requires that employers obtain documentation from every new employee which authorizes that individual to accept employment in this country. This requirement applies to both United States citizens and aliens.

College of the Sequoias is an Equal Employment Opportunity Employer, committed to equal opportunity and treatment in all aspects of its relations with faculty, students and staff members, without regard to race, color, national and ethnic origin, sex, sexual orientation, marital status, religion, age or handicap.