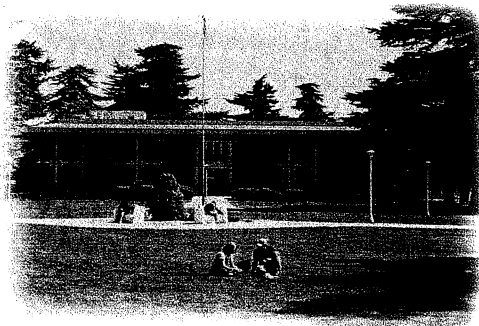INSTRUCTOR OF INFORMATION
TECHNOLOGY

(Tenure Track)

COLUMBIA COLLEGE

2001-2002

YOSEMITE COMMUNITY COLLEGE DISTRICT

# Columbia College

## Instructor of Information Technology (Tenure Track)

### Minimum Qualifications:

Bachelor's degree and two years of experience OR an Associate degree and six years of experience OR possess a valid California Community College Instructor credential for service in the subject OR the equivalent.

The District has adopted equivalency procedures including an "eminence criterion", which enables applications by individuals not possessing qualifications listed above. For more information on equivalencies contact the Dean of Instructional Services at 209/588-5142 or the Human Resources office at 575-6968.

Knowledge of and ability to appraise the diverse academic, socioeconomic, cultural and ethnic backgrounds of community college students. Sensitivity to the needs, problems and challenges associated with the diversity of the community college student population.

### Salary Range:

Placement on the Yosemite Community College District salary schedule dependent upon education and experience. 2000-2001 Salary Schedule - $37,185 to $71,835 plus $2,100 stipend for an earned doctorate. New personnel limited to a maximum tenth step initial placement based on previous experience - maximum equals $58,894.

### Job Duties and Responsibilities

- Promote and continue development of Information Technology program.
- Teach in both lecture and laboratory formats in a networked environment.
- Position includes teaching a full-time load of Information Technology program courses in accordance with catalog descriptions.
- Primary area of teaching responsibility will be in the areas such as computer graphics, video, multimedia, web development tools, computer training development, and desktop publishing.
- Secondary teaching areas may include computer communications, introductory computer courses, and operating systems.
- Coordinate and schedule classes.
- Advise, assist, and evaluate students for certifications and degrees.
- Develop, implement, evaluate, and revise curriculum.
- Maintain accurate class records, determine program budgetary needs and control program expenditures.
- Teach evening and off-campus classes.
- Maintain appropriate office hours.
- Develop and maintain internship sites with local industry.
- Coordinate/evaluate adjunct faculty in the Information Technology program.
- Compose and update student syllabi.
- Purchase equipment and supplies to support laboratory activities.
- Coordinate maintenance of laboratory to acceptable standards.
- Adapt teaching modules using computer-aided instruction.
- Maintain current knowledge and update skills through continuing education classes, seminars, etc.
- Perform other duties as assigned.

### Desirable Qualifications

- Demonstrated successful teaching and/or industrial experience within the past seven years.
- Teaching experience in a community college.
- Computer literacy sufficient to implement computer-aided instruction.
- Ability to develop curriculum or services, which stress innovation and multicultural emphasis.
- Enthusiasm for the learning process.
- Sensitivity to the needs and challenges associated with a diverse community.
- Willingness to experiment with teaching methods to accommodate various student learning styles.

### Desirable Faculty Characteristics:

- Enthusiasm for the learning process.
- Commitment to supportive relationships with students.
- Enthusiasm for and commitment to establishing and nurturing interdisciplinary activities.
- Vision and energy to plan and organize programs to enhance student success.
- Willingness to participate effectively in shared governance.
- Ability to use available technologies as a teaching and/or student service tool.
- Personal qualifications such as: effective interpersonal communication skills, participation in community affairs, ability to conduct effective public presentations.

**Closing Date: Friday, February 9, 2001.**

## Selection Procedures

Applications should be forwarded to:

Yosemite Community College District
Human Resources
P.O. Box 4065
2201 Blue Gum Avenue
Modesto, CA 95352

And must be received no later than the closing date, Friday, February 9, 2001.

The following should be included:

1. A YCCD Academic Application Form.
2. A personal letter of application.
3. Resume or vita.
4. Three current letters of reference (within the last year).
5. Unofficial transcripts.

Applications will be reviewed by a screening committee which will select candidates to be interviewed. After interviews, a recommendation will be forwarded to the President, Chancellor, and Board of Trustees.

Official offer of employment may be extended only by the Chancellor or Vice Chancellor, Human Resources.

Federal law requires that the district employ only U.S. citizens and aliens authorized to work in the United States. Written verification of employment eligibility is required.

A background investigation of new employees is required, including reference checks and a state criminal his report. The cost for the criminal history report will be responsibility of the successful candidate.