Los Angeles Mission College
Announces the position opening for
Developmental Communications Instructor
Expanding Learning Opportunities for Students

Position Summary Information
The Los Angeles Community College District announces an opening for a tenure-track Developmental Communications instructor at Los Angeles Mission College (LAMC), a two-year community college that serves more than 11,000 students from diverse socio-economic backgrounds. The College is one of nine in the Los Angeles Community district. Founded in 1975, LAMC is located in the scenic foothill community of Sylmar and has strong historical ties to the neighboring communities of San Fernando, Pacoima, Mission Hills, North Hills, Panorama City and Granada Hills. In recent years, the institution’s enrollment base has expanded to include many of the communities throughout the greater San Fernando Valley, as well as Canyon Country and Santa Clarita. Closing date is 2/21/2014.

Introduction
The College provides excellent transfer, basic skills, transitional, and career education programs. Committed to student success, Los Angeles Mission College works closely with local secondary institutions to assist high school students in their transition to higher education and maintains strong ties to the business community by providing highly-respected job training programs that directly meet the workforce needs of local and regional employers. Los Angeles Mission College prides itself on its commitment to diversity, its institutional culture of collegiality and innovation, its globalization of curricula, and its inclusion of the community in its programming. Student-focused, motivated, and dynamic individuals who possess the required education, work experience and commitment to Los Angeles Mission College’s mission and values are invited to submit applications.

Job Description
The Los Angeles Mission College Department of Developmental Communications is seeking an innovative and creative faculty member for a full-time tenure track position teaching the full range of credit courses offered within the Developmental Communications department, including basic to college level reading, as well as developmental writing. The teaching assignment will include evening classes and is likely to include a combination of day, evening and weekend classes. Interested individuals who meet the minimum qualifications and possess the required experience are invited to apply. This position is to begin August 2014. To access the on-line application system please go to http://laccd.peopleadmin.com/postings/1175.

Minimum Qualifications
(a) The minimum qualifications to teach any master’s level discipline in which learning assistance or tutoring is provided at the college where the coordinator is employed; or

(b) A master’s degree in education, educational psychology, or instructional psychology, or other master’s degree with emphasis in adult learning theory

Eligibility and Duties and Responsibilities
• Provide instruction in Developmental Communications courses as assigned and scheduled and in accordance with approved course outlines
• Prepare and grade class assignments as described in the course outline and syllabus and maintain accurate records in accordance with the policies, rules, regulations, and procedures of the Los Angeles Community College District
• Maintain office hours sufficient to meet the needs of students for consultation and advisement
• Develop, maintain and evaluate curriculum, including assessment of student learning outcomes (SLOs), updating of course outlines and participation in program review
• Evaluate course and departmental materials and select textbooks
• Participate in professional development activities and maintain current knowledge in the discipline
• Engage in department, division and college initiatives
• Participate in the campus’ shared governance
• Effectively communicate in English, orally and in writing
• Maintain professional and ethical academic standards
• Perform other contractual duties

**Desired Qualifications**
• Experience teaching developmental reading, writing, and study skills at the community college level
• Knowledge of current reading theories, pedagogies and critical thinking skills
• Experience using software and Internet technologies to enhance developmental reading and writing instruction
• Experience in the development and assessment of student learning outcomes (SLOs)
• Academic training or experience in curriculum design
• Demonstrated sensitivity to and understanding of diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students, faculty and staff
• Ability to work collaboratively with colleagues, students, other on-campus groups (e.g. clubs) and off-campus community groups and educational partners

**Salary and Benefits**
This is a 10-month, 30-hour per-week tenure-track faculty position. The beginning salary range of $49,030 to $76,340 is commensurate with academic preparation and experience. The doctoral differential is $3,090 per academic year. District benefits include health, dental, and vision insurance for the employee and eligible dependents and term life insurance for the employee.

**Application and Evaluation Process**
For consideration in the selection process, all interested candidates must submit the following:
• A one-page Letter of Interest addressing the responsibilities of the position
• Current resume
• Contact information for three references (name, title, address, email and telephone numbers) of individuals who can assess the candidate’s qualifications for the position
• Copies of transcripts (official transcripts are required for all candidates invited to the final interview)
• Documentation from an approved foreign transcript evaluator is required for degrees received from other countries. For a list of approved foreign transcript evaluation agencies, please go to [http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf](http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf)
• A one-page response to the following question:
  Please describe your understanding of and commitment to diversity and how diversity contributes to learning communities. What can you contribute to a diverse learning community, and what insights have you gained as a result of your personal experiences?

Employment is contingent upon verification of qualifications. Los Angeles Mission College reserves the right to modify and/or withdraw this position at any time. Notification regarding the advancement in the selection process will be provided to each applicant. **Closing date is 2/21/2014.**