Los Angeles Mission College
Announces the position opening for
Kinesiology Instructor/Athletic Director
Expanding Learning Opportunities for Students

Position Summary Information
Los Angeles Mission College announces an opening for a full-time Kinesiology Instructor/Athletic Director. Interested individuals who meet the minimum qualifications and possess the required experience are invited to apply.

Introduction
The Los Angeles Community College District announces an opening for a tenure track Kinesiology faculty member/Athletic Director 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 College District. Founded in 1975, LAMC is located in 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. 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 training, work experience and commitment to L.A. Mission College’s mission and values are invited to submit applications.

Job Description
The Los Angeles Mission College Department of Health/Kinesiology & Athletics is seeking a dynamic faculty member to teach a wide variety of Kinesiology classes who will also receive reassigned time to undertake the duties/responsibilities of Athletic Director. The department prides itself as an innovative and collaborative group of faculty and staff who strive to offer our students an education in health, fitness and human movement in an academic setting in order to become healthy and productive citizens. The department is seeking an innovative and creative faculty member/Athletic Director with a demonstrated commitment to his/her discipline and collegiate athletics and hopes to attract an educator who will also assist in the growth of the Kinesiology major’s program, has expertise in creating fitness-related certification programs, has a passion for teaching, and can develop ties with the diverse communities the college serves. At Los Angeles Mission College, successful faculty applicants demonstrate the ability to promote:

- Active, inclusive learning environments and curricula that welcome and engage all students, incorporating instructional technologies, as appropriate, to improve student learning
➢ Cultural responsiveness in interactions with students, faculty, staff, and community members who span a diverse range of languages, nationalities and ethnicities, socio-economic levels, ages, identities, abilities and educational experience
➢ Self-reflection on his or her teaching, leadership, professional development, and service to the campus community

Minimum Qualifications
➢ Masters in physical education, exercise science, education with an emphasis in physical education, kinesiology, physiology of exercise, or adaptive physical education OR Bachelors in any of the above AND Masters in any life science, dance, physiology, health education, recreation administration or physical therapy

Duties and Responsibilities of Kinesiology Instructor
➢ Teach a variety of Kinesiology classes as assigned and scheduled
➢ Engage in department, division and college initiatives
➢ Participate in the campus’ shared governance
➢ Participate in curriculum development that is responsive to a diverse community, students’ needs and interests, and changing technologies in contemporary learning environments
➢ Incorporate the use of current technology in direct instruction and supplemental course materials
➢ Maintain competence in teaching and the discipline through professional development activities
➢ Collaborate with faculty to develop student learning outcomes and assessments
➢ Maintain office hours sufficient to meet the needs of students for consultation and advisement
➢ Create a classroom environment focused on active learning in which all students are welcomed and encouraged to participate
➢ Participate and present department workshops and teaching demonstrations
➢ Maintain professional and ethical academic standards
➢ Effectively communicate in English orally and in writing
➢ Teach a flexible schedule
➢ Perform other contractual duties

Duties and Responsibilities of Athletic Director
➢ Provide administrative direction and oversight for athletic programs and activities
➢ Supervise, evaluate and mentor all full-time and part-time athletic staff
➢ Manage athletic events (e.g. setup/cleanup facilities, schedule transportation, schedule officials)
➢ Maintain community relationships via outreach and athlete recruitment
➢ Monitor strict observances of federal, state and district regulations regarding athletics, such as NCAA regulations and Title IX
➢ Provide strategic leadership toward goals related to student academic achievement
➢ Develop and manage the athletic budget in a fiscally responsible manner
➢ Direct the implementation of existing and new athletic programs
➢ Must be able to work a flexible schedule including evenings and/or weekends

Desired Qualifications
➢ Ability to lead growing Kinesiology and Athletics programs and to work cooperatively with associated departments
➢ Two years’ experience teaching at the community college level
➢ Experience coaching at the post-secondary level
➢ Academic training or experience in assessment and curriculum design
Experience in grant writing
Multi-cultural experience and/or fluency in an additional language
Experience in the supervision of employees
Demonstrated sensitivity to and understanding of the diverse academic, socio-economic, cultural, disability and ethnic backgrounds of community college students

APPLICATION PROCESS

For consideration in the selection process, all interested candidates must submit the following:

- 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
- 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.

Individuals protected by the Americans with Disabilities Act (ADA) may request an accommodation in the selection/interview process with at least three business days prior notice. Documentation of the need for accommodation may be requested.

For priority consideration, please submit your application and required documents by July 8, 2013. [Application materials may not be submitted by Fax or e-mail.] Applicants will be required to file the application using web-based software to create an applicant profile account, allowing documents to be saved and uploaded as attachments. Please go to https://laccd.peopleadmin.com/postings/922 to file the applicant packet. The completed application package must be filed no later than Monday, July 8, 2013 to be considered. All materials submitted will become property of Los Angeles Mission College. After review of application materials by the selection committee, candidates will be contacted if selected for interview.

For additional information or questions, please contact Dorothy Mundt, Academic Affairs, at (818) 364-7635 or by email at hiring-aa@lamission.edu

Salary and Benefits

This is a 10-month, 30-hour-per-week tenure-track faculty position. The beginning salary range of $47,600 to $74,110 is commensurate with academic preparation and experience. The doctoral differential is $3,000 per academic year. The Athletic Director portion of this assignment is appointed by the President and is paid as a D Basis – 12 month assignment and Athletic Director stipends are given based upon the number of intercollegiate sports offered at the college. District benefits include
health, dental, vision insurance for the employee and eligible dependents and term life insurance for the employee.

**Equal Employment Opportunity (EEO)**
It is the policy of the Los Angeles Community College District to provide an educational, employment and business environment free from all forms of discrimination on the basis of race, color, national origin, Ethnic Group Identification, ancestry, religion, creed, sex or gender (including sexual harassment), pregnancy, marital status, medical condition (cancer-related), sexual orientation, age, physical or mental disability, perceived to be in a protected category or associated with those in protected category and veteran status.

**L.A. Mission College is an Equal Opportunity Educator and Employer**