**Position Description:**
Los Angeles Mission College is seeking applicants for a full-time tenure track instructor of Developmental Communications to begin instruction in the Fall 2010 (August 30, 2010). This ten-month assignment will include a wide variety of courses in the department.

The schedule may consist of day, evening and/or weekend classes, and may include off campus classes.

**Salary and Benefits:**
The starting salary ranges from $47,280 – 73,610 for the 10 month academic year, depending on experience and professional preparation. An excellent benefit package, which includes medical, vision, dental, and life insurance is available for the employee and eligible dependents.

**State Minimum Qualifications:**
Degree and field experience required:

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

If you are applying based on "the equivalent," you MUST contact the District Academic Senate at the Los Angeles Community College District Office for an "Application for Equivalence" form. You must submit this form as part of the application procedures. OR

- A) The minimum qualifications to teach any master's level discipline in which learning assistance or tutoring is provided. (LACCD Dev Com courses provide learning assistance in areas of Reading, English, Writing, ESL, Communications); or

b) A master's degree in education, educational psychology, or instructional psychology, or other master's degree of learning assistance with emphasis in adult learning.

Applicants will be cleared under sections (a) and (b) above with MA degrees in: Education with a specialization in reading, Teaching Reading, Education, Educational psychology, Instructional psychology, English, Literature, Comparative literature, Composition, Writing, TESL, TESOL, Applied Linguistics with a TESL emphasis, Linguistics with a TESL emphasis, English with a TESL emphasis, Education with a TESL emphasis, Telecommunications, Rhetoric, Communication, Communication Studies, Speech Communication, Organizational Communication, and Learning Skills, but not necessarily LIMITED to above Degree Titles.

Above titles DO NOT INCLUDE ALL POSSIBLE MA titles as instructors may be cleared through combination of degrees.

**Preferred Local Qualifications:**
- Evidence of successful classroom experience teaching developmental reading, writing, and study skills at the community college level.
- Knowledge of current reading theories, pedagogies, and critical thinking skills.
- Ability to work collaboratively with colleagues, students, other on-campus groups (e.g., clubs), off-campus community groups and educational partners.
- Ability to communicate clearly with students and staff, both orally and in writing.
- Enthusiasm for and knowledge of effective teaching and learning strategies and the assessment of student learning. (e.g. Student Learning Outcomes)
- Evidence of ability to work effectively as a member of the instructional team.
- Evidence of willingness to embrace/promote use of technology-mediated instructional techniques.
- Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disabilities, and ethnic backgrounds of community college students.

**Duties and Responsibilities:**
- Provide class instruction in accordance with established course outlines.
- Inform students concerning course requirement, evaluation procedures, and attendance requirements.
- Maintain necessary attendance, scholastic, and student records and submit them in accordance with published deadlines.
- Prepare and grade necessary class assignments and examinations.
- Involve technology in the learning process when appropriate.
- Teach students with diverse backgrounds.
- Participate actively in staff development and professional growth programs.
- Participate in recruitment and outreach activities.
- Meet obligations with regard to grade reporting, meeting scheduled classes, meeting required office hours, and other directions provided by supervisors, including Department Chair, Deans of Academic Affairs, Vice Presidents, etc.

**Diversity Programs:**
The policy of the Los Angeles Community College District is to implement equal opportunity to all qualified candidates for employment without regard to race, color, national origin, ancestry, religion, creed, sex, pregnancy, age, disability, marital status, medical condition (cancer related), sexual orientation, or veteran status. Positive action will be taken to ensure that this policy is followed in all personnel practices including recruitment, hiring, placement, upgrading, transfer, demotion, treatment during employment, rate of pay or other forms of compensation, selection for training, layoff or termination. A vigorous equal employment opportunity program will be maintained to ensure a diverse work force and to achieve expected representation of qualified members of under represented groups through the implementation of specific result-oriented plans and procedures (Board Rule 101301). Los Angeles Mission College is an Equal Opportunity Employer.
Application Procedure:
Applicants shall submit the following:

- A cover letter of intent.
- A Los Angeles Community College District application form, which can be obtained at [http://info.laccd.edu/acadjobs/jobs/application.asp](http://info.laccd.edu/acadjobs/jobs/application.asp)
- A current resume.
- Unofficial transcripts from accredited institutions with evidence of degrees awarded (official transcripts are required at time of hiring). Documentation from an approved foreign transcript evaluator is required for degrees received from other countries.
- Three letters of references including the name, position title, address, telephone number, and relationship to the applicant.
- Documentation of equivalency (if applicant does not meet the minimum qualification).

Application packet must be received by May 28, 2010 by 4pm

Mail completed application packet to:
Academic Affairs Office
Attn: ESL Selection Committee
Los Angeles Mission College
13356 Eldridge Avenue
Sylmar, CA 91342
Phone: (818) 364-7632,
Or E-mail: hiring-aa@lamission.edu

Announcement of Employment Opportunity

DEVELOPMENTAL COMMUNICATIONS INSTRUCTOR
(Full Time)
(Tenure Track Position)
BEGINNING FALL 2010

LOS ANGELES MISSION COLLEGE

LOS ANGELES COMMUNITY COLLEGE DISTRICT

ISSUE DATE: 4/16/2010

An Equal Opportunity Employer