Position Description:
Los Angeles Mission College is seeking applicants for a full-time tenure track instructor of Food Service Management/Culinary Arts/Food Technology 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:

- Any bachelor’s degree and two years of hospitality industry experience, or any associate degree and six years of hospitality industry experience.

Preferred Local Qualifications:

- At least two years of food services management/culinary arts food or technology teaching experience in a college setting.
- Breadth in education and experience with specific emphasis on hospitality and food services.
- Current Sanitation and Safety Certificate.
- An American Culinary Certification
- 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:

- Performance of other duties (department and committee work, curriculum development, community outreach, etc.) necessary for the smooth functioning of the department and the College.
- Academic assignment may include a combination of day, evening, and weekend classes. May also include assignments at satellite and/or outreach class sites.
- Maintain professional and ethical academic standards.
- 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, mental 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, and 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: Culinary Arts/Food Technology Selection Committee
Los Angeles Mission College
13356 Eldridge Avenue
Sylmar, CA 91342
Phone: (818) 364-7632,
E-mail: hiring-aa@lamission.edu

Issue date: 4/16/2010