

Yuba Community College District

Human Resources Development and Personnel Services
Building 100A, Room No. 21
2088 North Beale Road, Marysville CA 95901
TTY (hearing impaired): (530) 634-7760 Visit our WEB SITE at: www.yccd.edu

ACADEMIC VACANCY FULL-TIME TENURE TRACK POSITION

POSITION: MATHEMATICS INSTRUCTOR

FINAL FILING DATE: FRIDAY, JANUARY 18, 2008 BY 12:00 NOON. (POSTMARKS ARE NOT ACCEPTED)
Your entire application packet must be submitted in duplicate, an original and one copy.

LOCATION: * SCHEDULED TO BE ASSIGNED TO: WOODLAND COMM. COLLEGE

SALARY: \$52,592 - \$81,126/YR. (Initial placement will not be higher than the above listed salary, the top step for this position is Class VI, Step 19 which is \$100,879 /YR.)

COMMENCING: Fall 2008 semester

ESSENTIAL DUTIES: The person selected will be expected to:

- Organize and teach all levels of mathematics classes from basic math through calculus and differential equations, and linear algebra (also statistics if qualified)
- Participate in the development of basic skills curriculum and math and related subject areas
- Develop and maintain a relevant community college mathematics curriculum, including appropriate transfer/articulation agreements with four-year colleges and universities
- Facilitate student learning by using appropriate teaching methods
- Teach day, evening, and/or weekend teaching assignments, which may include distance learning (interactive television, online) and accelerated courses
- Participate in department, division, and college-wide initiatives and committees
- Be committed to, and participate in, the shared-governance process

REQUIRED DUTIES: Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students.

MINIMUM QUALIFICATIONS: The successful candidate, **by the final filing date**, must possess the minimum qualifications for instructors in **Mathematics** at California Community Colleges:

- Master's Degree in mathematics or applied mathematics **OR**
- Bachelor's Degree in either one **AND** a Master's Degree in statistics, physics or mathematics education **OR**
- The equivalent **OR**
- Possess a California Community College life credential in the subject matter area of **Mathematics**.

DESIRABLE QUALIFICATIONS: Preference may be given to applicants with:

- Previous teaching, employment, or student experiences that provide the candidate with the ability to successfully teach mathematics and/or statistics
- Understanding of the developmental mathematics curriculum as students prepare to enter college level math courses
- Minimum qualifications to teach statistics (6 upper division/graduate units in statistics or probability)
- Experience and knowledge of mathematics education courses for elementary school teachers
- Familiarity with the use of technology, manipulatives, or other methods for teaching mathematics courses
- Previous experience teaching mathematics utilizing a distributive education modality (interactive television, online, etc.)

EQUIVALENCY: Applicants must meet YCCD minimum qualifications by the filing date or have been awarded equivalency by the District prior to the publication of the Recruitment Announcement.

FOREIGN TRANSCRIPTS: Must include a U.S. evaluation and translation. Please contact the Office of Human Resources for a list of agencies providing this service.

PERSONAL: If the applicant is selected for an interview, the Screening Committee will be looking for evidence of an eager, energetic individual with a sincere interest in and understanding of the needs of the community college student. The individual must possess the interpersonal skills necessary to develop rapport with students and staff. The individual must possess the ability to communicate well both verbally and in writing with students and colleagues and demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students.

EQUAL EMPLOYMENT: Yuba Community College District is an Equal Employment Opportunity Employer and guarantees equal opportunity regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age or sexual orientation and does not discriminate in its educational programs, in employment nor in any other of its activities.

PRE-EMPLOYMENT REQUIREMENTS: All prospective Academic, Administrative and Classified employees shall be required to provide fingerprints to the District for the purpose of obtaining a criminal history as authorized by the California Education Code and all fees are the responsibility of the selected candidates.

WORKING CONDITIONS: Categorically funded positions are contingent upon funding. Smoking is restricted in many areas of the Yuba Community College District. Woodland Community College is a tobacco free campus.

INTERVIEW: A candidate selected for interview will be required to visit Woodland Comm. College at his/her own expense upon a date selected by the District. Meeting the minimum qualifications does not guarantee an interview.

BENEFITS: The District provides health, dental, vision and life insurance for employee, spouse and dependents. The District and the employee contribute to the State Teachers' Retirement System.

APPLICATION PROCEDURE AND DEADLINE: Applications are available from the Human Resources Office, 2088 North Beale Road, Building 100A, Room 21, Marysville, CA 95901, OR TTY (530) 634-7760 OR visit our web site at: www.yccd.edu This position will remain open until at least **FRIDAY, JANUARY 18, 2008**, but may be closed at any time thereafter at the option of the Screening Committee. **All application materials, including the completed Yuba College District Academic Application, Resume, Transcripts, Role Statement, Diversity Statement, a Cover letter/letter of interest and Three (3) current letters of recommendation, must be received not later than the final filing date.**

PLEASE NOTE: AS SUPPLEMENTAL MATERIALS, AN APPLICATION MAY, BUT NEED NOT, INCLUDE THE FOLLOWING: (a) one current evaluation from a peer or supervisor, (b) one abstract of a publication, and/or (c) portfolio.
NO OTHER SUPPLEMENTAL MATERIAL SHOULD BE INCLUDED.

It is the sole responsibility of the applicant to ensure that all application materials are received by the application deadline date. All submitted materials become District property, will not be returned, will not be copied and will be considered for this opening only. Faxed, emailed or incomplete and/or late applications will not be forwarded for further consideration.

TIMELINE: Applications are not reviewed by the Screening Committee until 5 days after the position has closed. A tentative interview date has been scheduled for the month of **February 2008**. Before a person can be hired with the District, the candidate's name must go to our monthly scheduled Board meeting, the proposed date for this position is scheduled for **March 2008**. If you have not been contacted by the Personnel Office by the date of the tentative interviews, our office will send out letters; however we can not send any letters until the Board of Trustees has approved the hire.

*** This position is anticipated to be assigned to Woodland Comm. College but may be assigned temporarily or permanently within the District.**

IF YOU NEED REASONABLE ACCOMMODATION TO APPLY FOR THIS POSITION, please contact the Personnel Office at (530) 741-6975 OR TTY (530) 634-7760. Leave your name, mailing address, and a daytime telephone number and application materials will be mailed to you.

EMPLOYMENT INFORMATION

- To be considered a candidate for an Academic Position in the Yuba Community College District: (a) you must return a **fully completed Yuba College District Academic Application, Resume, Transcripts – All - Graduate/Undergraduate, Role Statement, Diversity Statement, Cover letter/letter of interest and Three (3) current letters of recommendation, must be received no later than the Final Filing Date. Submission of these materials is the candidate's responsibility.**
- Candidates wishing to apply for more than one (1) position must submit a separate application & required materials for each position.
- A Selection Committee will screen all applications. All initial interviews will be conducted after the filing deadline date. **Meeting the minimum qualifications for a position does not assure the candidate of an interview.**
- Unless otherwise stated, interviews are held at Woodland Comm. College, Woodland, California. Second interviews may be required for selected candidates.**
- In the interview, consideration will be given by the Selection Committee to factors other than education and experience, including, but not limited to, apparent personal development, ability to work with others, initiative, and sensitivity.
- Candidates should not expect official notification of the status of their candidacy until the administration has acted upon the Selection Committee's recommendation for employment.
- The College reserves the right to investigate past employment records, including contacting former employers.
- The College reserves the right to re-advertise the position or to delay indefinitely the employment of a person for a position if it is deemed that applicants for the position do not constitute an adequate Qualified Applicant Pool.
- The College does not return to the candidate materials submitted in application for a position.
- As required by the Equal Employment Opportunity Policy of the Yuba Community College District, the Personnel Services and Human Resources Development Office is required to maintain an Equal Employment file which will yield the composition of application flow by ethnic identification, gender and disability. The tear-off tab of the Application Form is provided for this purpose. Completing and returning this form is done on a voluntary basis by the candidate. If returned, the form will be detached from the Application Form and placed in our Applicant Flow File. This information will not be used as part of our recruiting process.
- Applicants must understand that Yuba College classes are in operation 7:00 a.m. through 10:00 p.m. and that an instructor is subject to a combination day-night assignment. If circumstances dictate, an instructor may also be assigned entirely or partially to classes *throughout the District*.
- IMPORTANT:** Any misstatements or omissions of material facts in this application or an interview may be cause for dismissal, if employed.

GENERAL INFORMATION

Woodland is located in the northern Sacramento Valley, approximately 20 miles West of Sacramento and approximately a two-hour drive from San Francisco and Lake Tahoe. The area offers many forms of recreational activities. The size of the community makes it an ideal area to live. Also, California State University at Sacramento is approximately 30 minutes from Woodland and the University of California at Davis is approximately 15 minutes from Woodland.

VISION STATEMENT

The Yuba Community College District is an institution of higher educations that prepares its students to meet the intellectual occupational, and technological challenges of a complex world. The Yuba Community College District is a steward to its communities' educational and cultural well-being. The Yuba Community College District values an education that encourages self-improvement and enables students to contribute to their families and the community. The Yuba Community College District values intellectual and cultural diversity, open communication, collegiality, collaboration, mutual respect, personal integrity, and responsible citizenship. The Yuba Community College District values all collegiate disciplines in relation to life, recognizing the importance of thinking clearly, creatively, critically, and objectively.

PLEASE NOTE: OUR OFFICE IS NO LONGER SENDING OUT APPLICATION PACKETS. WE ARE NO LONGER ACCEPTING ANY FAXED MATERIALS.



Personnel Services
2088 North Beale Road
Marysville, CA 95901

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