Employment Opportunity

Anthropology Instructor
CR05-40 (Temporary, part-time assignments)

Apply by: Wednesday, November 16, 2005

An eligibility pool of qualified instructors may be established to fill positions as they may develop. Evening and weekend assignments may be made during the spring and fall semesters and during the winter and summer sessions. Qualified persons will be selected depending on college needs and applicant qualifications and experience.

Example of Teaching Assignments
Teaching assignments may include but not be limited to:

- Physical Anthropology
- Physical Anthropology Lab

Qualifications

Required:

1. A lifetime California Community College Instructor credential in Anthropology OR meet state minimum qualifications OR equivalent (refer to attachment as it relates to state minimum qualifications and equivalency).
2. Knowledge of and commitment to teaching strategies and methods, which enhance student success at community colleges.
3. Effective oral and written communication skills.
4. Demonstrated ability to teach the courses or perform the duties effectively as described above (a teaching demonstration may be part of the interview).
5. Ability to communicate well with students of diverse academic, ethnic, socioeconomic, and cultural backgrounds, including students with disabilities.
6. Ability to work cooperatively with others.

Desirable:

1) Recent, successful teaching experience in the subject area at the lower division level
2) Experience with or willingness to explore innovative teaching methodologies in addition to conventional lecture mode.

Please Note: To ensure an accurate evaluation of your application materials, please submit information regarding your education, experience, knowledge and abilities as they relate to the qualifications listed.

Starting Date
Assignment(s) scheduled to begin Spring semester 2006, pending funding and administrative approval.

Salary
$939 - $1,441 per teaching unit, per semester, depending on education and experience. Cabrillo College provides a doctoral stipend of $63 per unit for eligible adjunct faculty. One to three classes; up to nine units per semester; assignments may be at various campus locations; days, evenings, and/or weekends; hours to be arranged.
How to Apply

Application forms may be obtained through our web site: http://www.cabrillo.edu/services/hr/apps/index.html OR our office location noted below. A signed application and the materials listed below must be submitted to:

CABRILLO COLLEGE, HUMAN RESOURCES DEPARTMENT
6500 SOQUEL DRIVE, APTOS, CA  95003
OR FAX to (831) 477-3545
E-mail transmittals and postmarks are not accepted.

*EACH APPLICANT MUST SUBMIT:
1) Completed and signed Cabrillo College application.
2) Job-related resume.
3) One to three recent job-related letters of recommendation, which address the candidate's ability to perform the duties of this position.
4) Verification of educational qualifications:
   - Transcripts from all colleges attended (copies are acceptable). If selected, it is the responsibility of the candidate to provide official transcripts, diplomas, degrees or other documents as may be required. Foreign transcripts are required to be translated to determine equivalency to U.S. standards. Any fee for such translation is paid by the applicant.
   - Copy of teaching credential, front and back (if applicable).
5) Supplemental Application for Equivalency Determination (as it relates to equivalency if candidate does not possess a credential or meet the minimum qualifications).
6) Criminal History Inquiry Supplemental application form.

*If any of the above materials are not submitted with your application packet, your materials will be deemed incomplete and will not be forwarded to the committee for screening.

Please notify the Human Resources Department if you require any special accommodation(s) in meeting these requirements.

Selection Procedure

A search committee will review application materials. The search committee will invite applicants for interview based on the qualifications documented in the application packet. If the candidate does NOT possess an applicable community college credential or the specific degree(s) listed on the next page under "State Minimum Qualifications," then he/she MUST provide evidence of equivalency as described under "Equivalency Requirements."

Candidates selected for employment with Cabrillo College must agree to be fingerprinted and cleared, provide current tuberculosis test results, provide proof of eligibility for employment in the United States and present their Social Security card upon hire.

Application Deadline

All application materials MUST be received in the Human Resources Department by: Wednesday, November 16, 2005 by 4:00 p.m. (E-mail transmittals and postmarks are not accepted).

* Cabrillo College seeks applications from all qualified individuals. It is the continuing goal of Cabrillo College to hire and retain staff that reflect the rich diversity and cultural heritage of the college district and its student body.
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State Minimum Qualifications and Equivalency Requirements (whichever is applicable)

State Minimum Qualifications

Anthropology

Master's Degree in anthropology or archaeology OR
Bachelor's Degree in either of the above AND
Master's Degree in sociology, biological sciences, forensic sciences, genetics or paleontology OR
The equivalent.

Equivalency Requirements

Equivalency to an academic degree shall include the same depth of knowledge in the discipline and breadth of general education that is required for the degree to meet the minimum qualifications. Equivalent preparation for employment shall be considered under any one category or any combination of the categories listed below:

a) Degree in related field with equivalent course work in the required discipline as indicated by transcripts and/or thesis subject.
b) Equivalent degrees from foreign universities (as determined by an agency selected by Cabrillo College).
c) Course work at an accredited institution of higher education AND state-approved continuing education units applicable for maintaining licensure AND/OR an internship for licensure AND/OR equivalent professional or work experience AND/OR equivalent verifiable accomplishments of eminence in the discipline including but not limited to: publications, research, seminars, creative works, professional performances or exhibitions, honors or awards.