Employment Opportunity

Art Instructor - Ceramics

CR04-20 (Temporary, part-time assignments)

Apply by: Tuesday, April 20, 2004, 4:00 p.m.

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 fall and spring semesters and during the winter and summer sessions. Well-qualified persons will be selected depending on college needs and the applicant's qualifications and experience.

Example of Teaching Assignments.

Teach Art Studio courses including but not limited to the following:

- Basic Ceramics – Hand Building – Art 7A
- Basic Ceramics – Wheel Forming – Art 7B
- Intermediate Ceramic Process – Art 71
- Special Topics in Ceramics – Art 40A-Z

Qualifications

**Required:**

1. A lifetime California Community College Instructor credential in fine and applied arts and related technologies 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

**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 scheduled to begin Fall semester 2004, pending funding and administrative approval.

Salary

$921 - $1,378 per teaching unit, per semester, depending on education and experience. Cabrillo College provides a doctoral stipend of $61 per unit for eligible adjunct faculty. One to two classes; up to 10 teaching 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:
*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) Twenty (20) slides of your recent work (within last five years) in ceramics. Slide selections should represent your strengths in those areas that you feel you are most qualified for. Include no more and no less than 20 slides. Please do not include slides of your students class work. Slides must be labeled and contained in an 8 ½ x 11” plastic slide holder. Applicants must pick up slides after selection process is complete or enclose a self-addressed, stamped envelope for return.
5) 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).
6) Supplemental Application for Equivalency Determination (as it relates to equivalency if candidate does not possess a credential or meet the minimum qualifications).
7) Criminal History Inquiry Supplemental application form.

ADDITIONALLY, APPLICANTS MAY WISH TO SUBMIT:

1) Cover letter that addresses the candidate’s qualifications for these assignments.

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. On the basis of appraisal of qualifications as documented by application materials submitted, the search committee will invite applicants for interview. 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." An eligibility pool may be established.

Candidates selected for employment with Cabrillo College must agree to be fingerprinted, 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: Tuesday, April 20, 2004 by 4:00 p.m. (Postmarks or E-mail transmittals 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

Art Studio:

Master's Degree in fine arts, art, or art history OR
Bachelor's Degree in any of the above AND
Master's Degree in humanities OR
the equivalent.

Note: “Master's degree in Fine Arts” as used here refers to any Master’s degree in the
subject matter of fine arts, which is defined to include visual studio arts such as
drawing, printing, sculpture, printmaking, ceramics, textiles, and metal and jewelry art,
and also art education and art therapy. It does not refer to the “Master of Fine Arts”
degree when that degree is based on specialization in performing arts or dance, film,
video, photography, creative writing, or other non-plastic arts.

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.