



EMPLOYMENT OPPORTUNITY

COLLEGE OF THE SISKIYOU – HUMAN RESOURCES
800 COLLEGE AVENUE - WEED, CALIFORNIA 96094

TELEPHONE NO. (530) 938-5317

FAX NO. (530) 938-5506

www.siskiyous.edu/jobs

ADJUNCT INSTRUCTOR POOL

(FACE-TO-FACE CLASSES ONLY)

ASSOCIATE DEGREE NURSING

ASTRONOMY

GUIDANCE

MATH

SOCIOLOGY

VOCATIONAL NURSING

CHEMISTRY

NOTE: Need Chemistry adjunct for faculty leave replacement for the following face to face course:
Introduction to Chemistry M 9:00am-11:05am, W 9:00am-11:05am & 12:10pm -3:20pm
August 30 – November 1st.

We are actively seeking a pool of instructors for above named disciplines however, any discipline applications will be accepted on an on-going basis, and are encouraged to apply.

Minimum Qualifications

The College of the Siskiyous follows the minimum qualification guidelines set forth in the “Minimum Qualifications for Faculty and Administrators in California Community Colleges.”

General

1. Academic disciplines require a Master’s degree in the discipline in which the course is offered (or a closely related discipline or the equivalent). *Note: Applicants applying under “equivalency” must provide detailed written documentation explaining how their academic preparation is equivalent to the degrees listed by completing an Equivalency Determination Application.*
2. *Non-Credit disciplines generally require a Baccalaureate degree in the discipline in which the course is offered (or a closely related discipline or the equivalent).*
3. *Vocational, technical, and application courses (including non-credit) require an Associate’s degree plus 6 years of professional experience or a Baccalaureate degree plus 2 years of professional experience.
4. To qualify for a teaching position, all applicants must demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

Online Instructor Requirement: Online instructors must be certified in the college’s LMS, Canvas, prior to being assigned an online course. Instructors may provide evidence of Canvas LMS certification from another entity, and should include their certificate with their application.

Desired Online Teaching Qualifications: Online instructors will ideally have taken a course in online pedagogy/andragogy (e.g. @One Introduction to Online Teaching and Learning), or possess a certificate in online teaching. Instructors should provide evidence of desired qualifications along with their application.

Note: Applicants applying under “equivalency” must provide an equivalency application explaining how their academic preparation is equivalent to the degrees listed

Salary

The salary range is \$50.35 to \$63.89 per hour depending upon education.

The salary is \$30.61 per hour for Adult Education. (Non-Credit)

Benefits

Adjunct employees have the choice of two retirement plans. CalSTRS (California State Teachers Retirement System), and APPLE (Accumulation Program for Part-Time and Limited Service Employees.)

Application Procedure

Applications are accepted on an on-going basis. To be considered for an adjunct position, candidates **must** fill out a **part-time faculty application** and **attach the required documents** listed below. You may attach any varied certifications that will help us

assess your qualifications. Applicants must submit **ALL** required documents to be considered for employment. **All materials submitted are for this position only, and become property of the District. Materials will not be returned, copied, or considered for other openings. Only completed application packets will be forwarded to the Area Dean. Candidates are responsible for any costs associated with interviews.**

Required Documents

The following materials should be submitted to:

Human Resources
College of the Siskiyous
800 College Ave.
Weed, CA 96094
Tel: (530) 938-5317
Fax: (530) 938-5506
hr@siskiyous.edu

The Human Resource Office is located in the Administration wing of the John Mantle Student Center on the Weed Campus. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.

1. COS Adjunct Application <http://www.siskiyous.edu/employment/documents/academicapplication.pdf>
2. Application Cover Sheet <http://www.siskiyous.edu/employment/documents/ApplicationCoverSheet.pdf>
3. Current professional resume
4. Verification of how you meet the minimum qualifications is required by providing the following documentation:
 - a. Transcripts of any college level work with degrees posted. (Copies are acceptable for application. The successful candidate must provide original transcripts upon hiring. Foreign transcripts **must** include a U.S. evaluation **and** translation, at the time of application.)
 - b. Copy of your California Community College teaching credential **if** this is your method of meeting the minimum qualifications.
5. Application for Equivalency Determination *if applicable*.
<http://www.siskiyous.edu/employment/documents/EquivalencyApplication.pdf>

Screening Process

Applications are accepted on an on-going basis for the listed positions and in any other discipline throughout the year. Applications for adjunct teaching positions will be used to create a pool of qualified applicants for future hiring. Applications will be kept on file for one year.

Conditions of Employment

Employees must satisfy all the pre-employment requirements prior to appointment that include, but are not limited to, tuberculosis clearance (EC 87408.6), fingerprint processing, and verification of their legal right to work in the United States.

Applicants requiring reasonable accommodations in completing the application or interview process must notify the Human Resources Office in advance.

College of the Siskiyous is an equal opportunity employer. The policy of the District is to encourage applications from ethnic and racial minorities, women, persons with disabilities, and Vietnam-era veterans. No person shall be denied employment because of ethnicity or race, color, sex or gender, gender identity, age, religion, marital status, disability, sexual orientation, national origin, medical conditions, status as a Vietnam-era veteran, ancestry, or political or organizational affiliation.

College of the Siskiyous is accredited by the Accrediting commission for Community and Junior Colleges of the Western Association of Schools and Colleges.