

Adjunct Pool for Professor of Aeronautics, Air Traffic
Control
Mt. San Antonio College

Direct Link: <https://www.AcademicKeys.com/r?job=230774>

Downloaded On: May. 8, 2024 11:08pm

Posted Feb. 15, 2024, set to expire Jun. 30, 2024

Job Title	Adjunct Pool for Professor of Aeronautics, Air Traffic Control
Department	Aeronautics, Transportation & Travel
Institution	Mt. San Antonio College Walnut, California
Date Posted	Feb. 15, 2024
Application Deadline	06/30/2024
Position Start Date	Available immediately
Job Categories	Adjunct Professor
Academic Field(s)	Vocational/Technical
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Job Description

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Adjunct Pool for Professor of Aeronautics, Air Traffic Control

Posting Number: A-029-2024

Department: Aeronautics, Transportation & Travel

Division: Technology & Health

Salary: \$93.99 PER HOUR

Open Date: 02/13/2024

Close Date: 6/30/2024

Initial Screening Date: 06/30/2024

Open Until Filled

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Basic Function/Overview:

THIS IS A TEMPORARY, HOURLY AS NEEDED POSITION WITHOUT PERMANENT STATUS.

This is a CONTINUOUS recruitment for an applicant POOL to fill part-time, temporary, hourly assignments on an as-needed basis. Departments or divisions will refer to the POOL of applications on file to fill temporary assignments as the need arises. You will be contacted by the hiring manager should the department/division be interested in scheduling an interview.

Essential Duties & Responsibilities

MAJOR DUTIES & RESPONSIBILITIES:

1. Teach college level aeronautics courses such as Terminal Air Traffic Control Course and Terminal Air Traffic Control Lab.
2. Instruct and assist in the growth and success of a diverse population of students through informed instructional methods.
3. Maintain current knowledge of the aviation discipline and of educational methodologies.
4. Participate in curriculum development, program advisory committee, learning outcome development and assessments.
5. Perform related duties as assigned, including timely compliance with college responsibilities.
6. Collaborate effectively with other faculty, staff, and administrators to plan, develop, and execute related programs.
7. Conduct office hours, complete paperwork, and respond to emails on a timely basis.
8. Assignments may include late afternoons, weekends, and evening hours.

Minimum Qualifications:

A. The minimum of one of the following awarded/conferred from a regionally accredited institution:

1. Bachelors degree or higher and two (2) years of professional experience; **OR**
2. Any associate degree and six (6) years of professional experience; **OR**
3. The equivalent (must request an equivalency review in the application), **OR**
4. California Community College credential, "Valid for Life" (no longer issued), authorizing service as an instructor in the appropriate discipline; refer to Ed Code 87355 (If meeting qualifications with this credential, a copy of the valid lifetime credential must be submitted with the application.);

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AND

B. Commitment to the community college goals/objectives of providing quality programs and services for students with diverse abilities and interests; personal qualities to work effectively and sensitively in a multicultural environment; awareness and commitment to the special needs of non-traditional students.

Preferred Qualifications:

License(s) & Other Requirements:

Employees may periodically be required to operate a vehicle that necessitates possession of a valid California drivers license.

Such employees must have the ability to secure and maintain a valid California drivers license.

Health & Welfare:

Not applicable.

Working Environment::

Equivalencies:

All candidates not holding the stated minimum qualifications who are requesting consideration based on an equivalency, must complete the Equivalency Determination Supplemental Form or answer the supplemental questions regarding an equivalency request.

Conditions of Employment:

Official offers of employment are made by Mt. San Antonio College Human Resources and are made contingent upon Board approval. It is also required that a final offer of employment will only be made after the candidate has successfully been live scanned and clearance for employment is authorized by Human Resources. Costs for live scan services shall be borne by the candidate.

Notice to all prospective employees - The person holding this position is considered a mandated reporter under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in Administrative Procedure 3518, titled Child Abuse Reporting, as a condition of employment.

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As required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Mt. San Antonio Community College Annual Security Report is available here:

https://www.mtsac.edu/safety/pdf/asr_2018.pdf

The person holding this position is considered a Responsible Employee under Title IX of the Educational Amendments Act of 1972 and is required to report to the Colleges Title IX Coordinator all relevant details reported to him or her about an incident of alleged sexual misconduct including sexual harassment, sexual assault, dating and domestic violence and stalking.

Special Notes:

Application Procedure:

Apply between February 9, 2021 until June 30, 2021. Applicants must submit all of the following materials online to be considered for this position:

1. A Mt. San Antonio College online application (<http://hrjobs.mtsac.edu>)
2. A cover letter indicating how qualifications and required experience are met and addressing the applicants philosophy of teaching
3. A detailed rsum that summarizes educational preparation and professional experience for the position.
4. A minimum of one letter of recommendation that reflect relevant experience (do not use social media or professional networks as a means to provide letters of recommendation).
5. College and/or university transcripts showing the awarded/conferred degree are required and must be submitted with the online application by all applicants, including current or former employees of the college, to demonstrate that the required educational qualifications are met. Unofficial transcripts are acceptable at the time of application; however, copies of diplomas are not accepted in lieu of transcripts.
6. Candidates not holding the stated required qualifications who are requesting consideration based on an equivalency, will be asked to answer some supplemental questions to be considered

Foreign Transcripts:

Foreign Transcripts: Transcripts issued outside the United States require a course-by-course analysis with an equivalency statement from a certified transcript evaluation service verifying the degree equivalency to that of an accredited institution within the USA. This report must be attached with the application and submitted by the filing deadline.

Inquiries/Contact:

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For more details about this position, please contact:

Department Chair: Robert Rogus

E-mail: rrogus@mtsac.edu

(909) 274-5006

Selection Procedure:

A committee will evaluate applications, taking into account breadth and depth of relevant education, training, experience, skills, knowledge, and abilities. Meeting the minimum qualifications for a position does not assure the applicant of an interview.

Interviews may include a writing sample, committee presentation, and/or performance test. The number of vacancies is dependent on student enrollment, College resources and needs.

Confidential Letters of Reference Instructions:

Special Instructions to Applicants:

EEO Policy:

Conflict of Interest:

Mt. San Antonio College employees and the Board of Trustees members shall not engage in any employment or activity that is inconsistent with, incompatible with, or in conflict with Mt. San Antonio Colleges Administrative Procedures (AP 2710 Conflict of Interest, AP 2712 Conflict of Interest Codes).

To apply, visit <https://hrjobs.mtsac.edu/postings/11374>

Contact Information

Please reference Academickeys in your cover letter when

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applying for or inquiring about this job announcement.

Contact

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