

Part-Time World Languages Instructor (Pool)  
West Valley-Mission Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=236988>

Downloaded On: Jun. 29, 2024 2:05pm

Posted Jun. 4, 2024, set to expire Oct. 1, 2024

<b>Job Title</b>	Part-Time World Languages Instructor (Pool)
<b>Department</b>	
<b>Institution</b>	West Valley-Mission Community College District Saratoga, California
<b>Date Posted</b>	Jun. 4, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Lecturer/Instructor
<b>Academic Field(s)</b>	Humanities - Foreign Languages
<b>Apply Online Here</b>	<a href="https://apptrkr.com/5301949">https://apptrkr.com/5301949</a>

**Apply By Email**

**Job Description**

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**Part-Time World Languages Instructor (Pool)**

**Closing Date:**

**Definition:**

PART-TIME, ASSOCIATE FACULTY POOL

Applications for Part-Time, Associate Faculty pools are continually accepted (unless otherwise specified) by the District and will be added to the application pool for review by hiring authorities on an

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as-needed basis. Should you be invited for an interview, you will be contacted by a District representative.

**Assignment:**

This position is a part-time position as an Associate Instructor to teach one or more of the following languages in the World Language Department at West Valley College:

- French
- Spanish
- German
- Italian
- Japanese
- Brazilian Portuguese
- Arabic

The teaching assignment may require teaching lecture-discussion courses during day, evening or on Saturday and/or in an on-line/distance education format. The assignments are as needed, during Spring, Summer, and/or Fall semesters. This position is represented by the West Valley-Mission Federation of Teachers (WVMFT / AFT Local 6554).

Work location: West Valley College, Saratoga, CA

**Salary and Benefits:**

Salary is based on a percentage of workload, up to a maximum of 67% of a full-time load. Salary is prorated based on an initial hiring salary range of \$34,143 - \$49,337 per semester; and is based on academic achievement, teaching and related experience.

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**Minimum Qualifications:**

1. Education - Possess any one of the following:

- Masters degree in the language being taught; OR
- Bachelors degree in the language being taught AND Masters degree in another language or linguistics; OR
- A valid California Community College Instructors Credential in a Foreign Language, Ancient or Modern; OR
- The equivalent of the above.

AND

2. Understanding of, and sensitivity to the diverse academic, socio-economic, ethnic, religious and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

**Examples of Duties and Responsibilities:**

Instructional duties and assignments may consist of one or more of the following:

- Provide instruction for assigned courses. This includes preparation for in-class or on-line/distance education activities, evaluation of students work, consultation with students outside of class and/or on-line, maintenance of currency in the subjects taught.
- Maintain accurate class and other records required by the college.
- Submit, when due, attendance rosters and grade reports.
- Follow course outlines as filed in the instruction offices.
- Maintain office hours each week, at .5 hours per week per section.
- Observe, support and enforce the regulations, policies and programs of the District and college.
- Provide each student with a written course syllabus at the beginning of the course, as per instructions in the Faculty Handbook.
- Refer students to appropriate college sources for information on counseling and other student services.

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- Assist students by providing advice on requirements for successful achievement in the members area of expertise.
- Work cooperatively within the college community.
- Foster an environment that protects academic freedom within the college community.
- Foster a positive working environment that is free from harassment, prejudice and/or bias.
- Demonstrate a respect for the dignity of each individual.

**For more information on this position and to apply, please visit our website at the following link:**  
[wvm.peopleadmin.com](http://wvm.peopleadmin.com)

Applicants who, due to a disability, require accommodations to complete the application, testing or interview process, please contact Human Resources at (408) 741-2174 to arrange for assistance.

*West Valley-Mission Community College District is an Equal Opportunity Employer.*

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

#### **Contact**

N/A

West Valley-Mission Community College District

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