

**PT Noncredit Makerspace Instructor  
Foothill-De Anza Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=237615>

Downloaded On: Jun. 28, 2024 12:28pm

Posted Jun. 13, 2024, set to expire Jun. 1, 2025

**Job Title** PT Noncredit Makerspace Instructor  
**Department** Faculty  
**Institution** Foothill-De Anza Community College District  
Los Altos Hills, California

**Date Posted** Jun. 13, 2024

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Lecturer/Instructor

**Academic Field(s)** Fine Arts - Other

**Apply Online Here** <https://apptrkr.com/5328615>

**Apply By Email**

**Job Description**

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**PT Noncredit Makerspace Instructor**

HR EMPLOYMENT/CAREERS  
**PT Noncredit Makerspace Instructor**

(or "PT Noncredit Interdisciplinary Basic Skills Instructor")

Foothill-De Anza Community College District is establishing a pool of qualified applicants for this position. Applications will be accepted continuously until otherwise noted. Applications will remain on file for two years from date received.

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The Foothill-De Anza Community College District does not reimburse applicants for travel, lodging or any other costs incurred by applicant to attend interviews. All interviewing costs incurred will be the responsibility of the applicant.

**SELECTION PROCEDURE:**

Applications will be screened by appropriate department representatives on an as-needed basis. Qualified applicants who best meet the needs of the division will be contacted for an interview.

**DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:**

- Standard duties expected of all part-time faculty include the performance of instructional, counselor, or librarian duties as assigned; evaluation and assessment of student work; and timely submission of grades. In addition, part-time faculty are expected to participate in the assessment of their performance, including administrative and student evaluations. Part-time faculty may also have opportunities to participate in various campus and staff development activities and are encouraged to be involved in the larger College or District community. Part-time faculty may be eligible to receive additional pay for office hours, additional assignments, and professional development events.
- Teach Noncredit Makerspace Courses:
  - Instruct students in areas such as 3D printing, laser cutting, woodworking, electronics, textiles, and prototyping.
  - Customize instruction based on a noncredit curriculum that encourages creativity, problem-solving, and innovation.
  - Manage the safe operation of all makerspace equipment, ensuring that all users follow safety protocols.
  - Assist students in the use of tools and technology, providing guidance and troubleshooting support as needed.
  - Foster a collaborative environment that is inclusive and respectful of all participants.
  - Maintain the organization and inventory of makerspace materials and equipment.
  - Stay current with makerspace trends, technologies, and educational methodologies to continually enhance the program.
  - Collaborate with college staff to promote makerspace activities and recruit participants.
  - Evaluate student progress and provide constructive feedback to enhance their learning experience.
  - The successful candidate will have a passion for maker education and community building. This role involves teaching noncredit courses that cater to a diverse population of community college students and of varying ages and skill levels.

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**MINIMUM QUALIFICATIONS:**

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Minimum Qualifications for the position of Interdisciplinary Basic Skills Noncredit as defined in the Minimum Qualifications for Faculty and Administrators in California Community Colleges published by the Academic Affairs Division, Chancellor's Office, California Community Colleges which can be located at the website: <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/What-we-do/Educational-Programs-and-Professional-Development/Minimum-Qualifications>

**Specifically for Interdisciplinary Basic Skills Noncredit Instructors:**

Bachelor's degree in any social science, humanities, mathematics, or natural science discipline or in liberal studies, as appropriate for the course.

**PREFERRED QUALIFICATIONS:**

1. Bachelor's Degree in a relevant field (education, engineering, fine arts, business, or technology).
2. Minimum of 2 years experience in makerspace teaching, training and/or education design and delivery preferred.
3. Demonstrated experience with a variety of making, fabrication, and prototyping methods and equipment.
4. Strong interpersonal and communication skills with the ability to inspire and motivate students from diverse
5. communities/populations.
6. Experience in developing and delivering instructional content and workshops.
7. Ability to work a flexible schedule, including evenings and weekends as needed.
8. Commitment to safety and the ability to enforce makerspace rules and guidelines.
9. CPR and First Aid certification, or willingness to obtain upon hire.
10. Willingness to learn and grow in all aspects of the role

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**WORKING CONDITIONS:**

**Environment:**

1. Indoor, makerspace environment.

**Physical Abilities:**

1. Hearing and speaking to exchange information.
2. Vision sufficient to read various materials.
3. Dexterity of hands and fingers to perform the tasks required of the position.
4. Regularly stand, walk, and sit for extended periods of time.
5. Bending at waist, kneeling, or crouching.
6. Reaching overhead, above the shoulders, and horizontally.
7. Lifting and carrying objects up to 20 lbs.

**APPLICATION PROCESS:**

To be considered for this pool, you must submit an on-line application packet with the following items:

1. A District on-line application at <https://hr.fhda.edu/careers/>. In the application, you will provide information, which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. A current resume of all work experience, formal education and training.
3. A cover letter addressing the preferred qualifications for the position.

**NOTE:** Official Transcripts verifying qualifications will be **REQUIRED** prior to an offer of employment for salary placement purposes. Applicants who have international transcripts must obtain transcripts that are evaluated by an independent educational-equivalency evaluation company and obtain an English translation (if necessary). These services are to be done at the applicant's expense. Both Foothill De Anza CCD employees and external candidates must submit transcripts.

**OTHER INFORMATION:**

Persons with disabilities who require reasonable accommodation to complete the employment process



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must notify Employment Services.

The successful applicant will be required to provide proof of authorization to work in the U.S.

**SALARY RANGE:**

Actual placement is based on applicant's verified education and experience.

For the complete Faculty Salary Schedule, go to: [http://hr.fhda.edu/\\_faculty-information.html](http://hr.fhda.edu/_faculty-information.html)

**If any required application materials are omitted, the committee will not review your application materials.**

To apply, visit <https://fhda.csod.com/ux/ats/careersite/4/home/requisition/1472?c=fhda>

**Contact Information**

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

**Contact**

Faculty

Foothill-De Anza Community College District

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