

**Allied Health: Contract Instructor-Noncredit
San Diego Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=242592>

Downloaded On: Aug. 10, 2024 1:23pm

Posted Aug. 1, 2024, set to expire Sep. 1, 2024

Job Title Allied Health: Contract Instructor-Noncredit
Department Healthcare Careers
Institution San Diego Community College District
San Diego, California

Date Posted Aug. 1, 2024

Application Deadline 09/01/2024

Position Start Date Available immediately

Job Categories Lecturer/Instructor

Academic Field(s) Health Sciences

Apply Online Here <https://apptrkr.com/5482057>

Apply By Email

Job Description

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San Diego Community College District

Closing Date: 9/1/2024

Position Number: 010630

Location: Continuing Education

Position Type:

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Academic

The Position:

Posting Details (Default Section)

Closing Date: 09/01/2024

Open Until Filled No

Classification Title Allied Health: Contract Instructor-Noncredit

Working Title Continuing Education Instructor, Allied Health

Location Continuing Education

Pay Information

Class 0, Step C - Class 6, Step C (\$6,597.26- \$8,849.03) per month based on the 2024 AFT - Faculty Salary Schedule.

Initial salary placement for this Continuing Education Instructor is commensurate with required education and related teaching experience as outlined in section A2.2 of the AFT Faculty Collective Bargaining Agreement and it is non-negotiable.

The District offers a comprehensive fringe benefit package including employer paid medical, dental, vision plans, sick leave, and opportunities for professional development. This position is FLSA Exempt and may not accrue overtime. Benefits will be provided under the terms of the AFT-Guild, Local 1931 - Faculty Collective Bargaining Agreement. Annual Salaries will be recalculated for service less than a full academic year based on Education Code 87815, any required adjustment will be made with-in the first pay period. Travel reimbursement for interviewees traveling more than 200 miles, one-way, may be paid according to geographic location (see SDCCD Travel Stipend Policy, Rev 7/14/2011). Typically, Continuing Education Instructors earn tenure after 4 years. The SDCCD Employment Web Page provides a link to employee collective bargaining agreements and handbooks, and more information about terms and conditions of employment to include salary and benefits.

Position Equivalent FTE: 1.0 FTE

Job Duration: 10 months

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Position Number: 010630

FLSA Status: Exempt (does not accrue overtime)

Bargaining Unit: AFT/Cont Ed Faculty

Range: (na)

Position Type: Academic

Department: Healthcare Careers

The Position

The San Diego Community College District is accepting applications for an Associate Professor, Allied Health Care / Certified Nursing Assistant, 100%, 10-month assignment.

The current vacancy exists at San Diego College of Continuing Education's Cesar Chavez campus and applicants should understand that they may be assigned to any Continuing Education campus.

Assignment may include day, evening, weekend hours, and/or off-campus responsibilities. Selected candidate must be willing to adjust work days/hours based on the department's needs. (This may be a split assignment between several campuses.)

Applications accepted for this position may be considered for identical vacancies that occur throughout Continuing Education during the current academic year. Continuing Education campuses offer adults the opportunity to renew their learning experiences through noncredit vocational, basic skills, life skills and enrichment classes throughout the city of San Diego.

Major Responsibilities

Under the direction of a Dean, the Continuing Education Instructor teaches courses as assigned in accordance with the catalog descriptions and course outlines. The assignment includes: assisting in designing, providing, and supporting faculty and staff development activities; developing curriculum; participating in curriculum and program review; participating in activities to improve articulation between programs within the District; researching, recommending, and coordinating purchase of instructional equipment and materials; serving as a mentor to other faculty members within the discipline; taking initiative in developing new methods of promoting instructional excellence and

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academic achievement; planning and presenting theory in the classroom; providing clinical supervision in long-term care, home care and acute care settings; teaching and evaluating students in all phases of the CNA and other Health Care Related Courses; coordinating with the California Department of Public Health; maintaining student records and files; establishing effective working relationships with students of diverse ethnic and cultural backgrounds; assisting in planning and organizing program activities; demonstrating excellent interpersonal and communication skills; serving on shared governance committees (e.g. hiring, matriculation, Academic Senate); participating as a peer evaluator; participating in professional development activities on a regular basis and eligibility to serve as Chair of the Allied Health Program.

Qualifications

MINIMUM QUALIFICATIONS

Applicants for this position must show evidence of the following minimum qualifications:

1. Bachelor's degree AND two (2) years nursing experience; OR,
2. Associate degree AND six (6) years nursing experience; OR,
3. Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in Nursing; AND,
4. A current and valid California RN or LVN license; AND,
5. Two years of full-time experience as a Registered or Licensed Vocational Nurse, at least one year of which must be in the provision of direct patient care in a long-term care facility; AND
6. Either twenty-four (24) hours of continuing education courses approved by the Board of Registered Nurse in planning, implementing and evaluating educational programs in nursing; OR, completion of a course in adult teaching from an accredited educational institution; OR evidence from the California Department of Public Health of prior approval as a Director of Staff Development or Instructor.
7. **Please note:** Final appointment of this position will be dependent upon approval as a Director of Staff Development or Instructor from the California Department of Public Health.

NOTE: All degrees and units used to satisfy minimum qualifications shall be from accredited institutions, unless otherwise specified.

Desired Qualifications

Equivalency: If you do not possess the exact degrees, or higher, listed above or if you anticipate

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receiving the required degree prior to the start of teaching classes, please complete a [Request for Equivalency Form](#) and attach it during the application process.

Foreign Degree: Applicants with foreign degrees from colleges or universities outside of the United States must have their coursework evaluated by a professional association that is a member of the National Association of Credential Evaluation Services ([NACES](#)) or Academic Credentials Evaluation Institute, INC. ([ACEI](#)). A copy of the evaluation must be submitted with your online application.

Licenses/Certificates/Credentials:

- A current and valid California RN or LVN license; AND,
- [If possess] Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in Nursing.
- California Department of Public Health approval as Director of Staff Development or Instructor

Commitment to Diversity: All applicants must have demonstrated cultural competency and sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and classified professionals.

Working Conditions; Variable, depending on assignment.

Special Instructions to Applicants: To ensure **full** consideration, qualified candidates must submit a **complete** Online Application that includes the items listed (extraneous material will not be reviewed). References to resumes or other uploaded documents within the Online Application will be considered an "incomplete" application; please enter "N/A" if any section does not apply.

1. Complete Online Application (which includes Supplemental Questions);
2. Resume;
3. Letter of Interest;
4. Current California RN License;
5. College/University Transcripts of all coursework/degrees completed("official" transcripts will be required if you are selected) Note: Transcripts from multiple colleges/universities may need to be scanned as one document, then uploaded. Transcripts must be legible and clearly state the institution name and degree(s) completed; AND,
6. Three (3) professional references. Reference information includes name, company name, position title, phone number, email address, and relationship to the applicant.
7. Equivalency Form (if applicable).
8. Foreign Degree Evaluation (if applicable).
9. License/Certificates/Credentials (if applicable).

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Important: To ensure consistency and fairness to all candidates, please do not submit materials other than those requested (i.e., personal photo, articles you've written, etc). Please only upload requested documents using respective document name labels. Uploading extraneous materials, unless specifically requested within this posting, may result in your application not being reviewed. Only complete application packets will be forwarded to the committee.

- Application materials sent via mail, fax, or email will **not** be accepted.
- Note that correspondence, including interview invitations, will be sent to you via email.
- All inquiries, nominations and applications will be held in the strictest confidence.

Conditions of Employment:

SELECTED CANDIDATE IS REQUIRED TO COMPLETE THE FOLLOWING PRIOR TO EMPLOYMENT:

- Submit "official" college transcripts as stated on application (even if a degree is not a requirement for this position);
- Provide a Certificate of Tuberculosis Exam for initial appointment (Note: The certificate must be renewed every 4 years as a condition of continuing employment);
- Have fingerprints taken by a Live Scan computer at the District's expense (Clearance must be received prior to first day of employment);
- Present original documents for proof of eligibility to work in the United States **as required by the I9 Employment Eligibility Verification form;**
- Attend a new hire processing appointment in People, Culture, and Technology Services located at the District Administrative Offices; AND,
- Employed on an initial contract of one (1) year that is eligible for renewal annually for up to a subsequent one-year period.

EMPLOYMENT AFTER RETIREMENT

If you accept a contract (permanent) position with SDCCD and are a retired annuitant with CalPERS or CalSTRS, you must reinstate from your retirement system. Please reference the [CalPERS](#) or [CalSTRS](#) website for further information. Additional Information: Please note that an employee may be transferred to any site at the option of the Chancellor.

EMPLOYEE BENEFITS

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SDCCD provides a comprehensive fringe benefit package for its full-time academic employees. The District contributes toward the cost of the premium (including dependent coverage) for the medical insurance plan options. Additional benefits include dental, vision, sick leave, vacation and opportunities for professional development. Contract employees become members of the State Teachers' Retirement System (STRS) upon appointment.

Posting Number: AC01060 Indicate budget number(s)

Major Responsibilities:

Under the direction of a Dean, the Continuing Education Instructor teaches courses as assigned in accordance with the catalog descriptions and course outlines. The assignment includes: assisting in designing, providing, and supporting faculty and staff development activities; developing curriculum; participating in curriculum and program review; participating in activities to improve articulation between programs within the District; researching, recommending, and coordinating purchase of instructional equipment and materials; serving as a mentor to other faculty members within the discipline; taking initiative in developing new methods of promoting instructional excellence and academic achievement; planning and presenting theory in the classroom; providing clinical supervision in long-term care, home care and acute care settings; teaching and evaluating students in all phases of the CNA and other Health Care Related Courses; coordinating with the California Department of Public Health; maintaining student records and files; establishing effective working relationships with students of diverse ethnic and cultural backgrounds; assisting in planning and organizing program activities; demonstrating excellent interpersonal and communication skills; serving on shared governance committees (e.g. hiring, matriculation, Academic Senate); participating as a peer evaluator; participating in professional development activities on a regular basis and eligibility to serve as Chair of the Allied Health Program.

Qualifications:

MINIMUM QUALIFICATIONS

Applicants for this position must show evidence of the following minimum qualifications:

1. Bachelors degree AND two (2) years nursing experience; OR,
2. Associate degree AND six (6) years nursing experience; OR,
3. Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in Nursing; AND,
4. A current and valid California RN or LVN license; AND,
5. Two years of full-time experience as a Registered or Licensed Vocational Nurse, at least one year of which must be in the provision of direct patient care in a long-term care facility; AND

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7. **Please note:** Final appointment of this position will be dependent upon approval as a Director of Staff Development or Instructor from the California Department of Public Health.

NOTE: All degrees and units used to satisfy minimum qualifications shall be from accredited institutions, unless otherwise specified.

Desired Qualifications:

Licenses:

- A current and valid California RN or LVN license; AND,
- [If possess] Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in Nursing.
- California Department of Public Health approval as Director of Staff Development or Instructor

Pay Information:

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To apply, visit: <https://www.sdccdjobs.com>

All applicants must have demonstrated cultural competency and sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students and staff.

Contact Information

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

Contact

Healthcare Careers
San Diego Community College District