# Electronic Technology Instructor (Part-Time Faculty)
## South Orange County Community College District

**Job Title** Electronic Technology Instructor (Part-Time Faculty)

**Department**

**Institution** South Orange County Community College District
Mission Viejo, California

**Date Posted** Aug. 22, 2024

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Lecturer/Instructor

**Academic Field(s)** Engineering

**Job Website** https://www.schooljobs.com/careers/socccd/jobs/4629393/electronic-technology-instructor-part-time-faculty

**Apply By Email**

**Job Description**

Application Instructions:

- Complete all sections and fields on the application and attach all required documents – incomplete applications may not be considered.

- Include all relevant education, training, and/or experience on the application.

Electronic Technology Instructor (Part-Time Faculty)
South Orange County Community College District

- Do not include any personally identifiable, confidential, or otherwise unrequested information that does not pertain to job related factors (e.g., social security number, date of birth, pictures, etc.) on your application or attached documents.

- For job postings with a close date, all applications received by 11:59 PM (Pacific Time) on the job posting close date, will receive consideration.

- For job postings with an initial screening date, all applications received by 11:59 PM (Pacific Time) on the job posting initial screening date, will receive priority consideration; however, typically the job posting will remain open, and continue to accept applications, until the position is filled.

- For job postings requiring professional references, include at least three (3) professional references from the following categories:

1. Current department chair(s) (for faculty) or supervisor(s);
2. Previous department chair(s) (for faculty) or supervisor(s) (from within the past five (5) years);
3. Master's thesis or Doctoral Dissertation advisor or supervisor (for faculty);
4. Colleague(s) or co-worker(s) who can address professional competency and skills relevant to the position; and/or
5. Other professional references.

Please note, professional references are typically contacted when a candidate is selected for, or as a finalist for, a position.

Electronic Technology Instructor (Part-Time Faculty)
South Orange County Community College District

# Description

**Irvine Valley College**'s School of Integrated Design, Engineering and Automation (IDEA) in Tustin, CA has an immediate need for Electronic Technology Instructors, Part-time.

## Part-time Instructors will:

- Prepare students for employment or advancement in the electronics and related industries.

- Provide a solid foundation for immediate employment as an electronic technician, designing, testing, and servicing telecommunication, medical, video, automotive, computer, aerospace, and entertainment equipment.

- Courses that could be taught are ET 92 Basic Electric Circuits I and ET 104 Basic Electric Circuits II.

Part-time/temporary faculty positions offer the opportunity to assist a diverse group of students in achieving their educational goals. As one of the largest

community college districts in southern California, we offer a wide range of opportunities in transfer, general education, career, and technical education programs. These part-time positions are on an as-needed basis and applicants should live within commuting distance to Orange County.

## PERFORMANCE RESPONSIBILITIES

The primary responsibilities of part-time faculty are to teach classes in accordance with established curriculum and course outlines. The faculty member will prepare and provide students with course outlines, materials, and lectures that support learning objectives set forth in the course syllabus; when requested, help develop, and measure learning outcomes as identified by the department; and assess student performance and maintain grade records.

Report assessment data on student learning outcomes, administrative unit outcomes, and/or student services outcomes.

Utilize the results of student learning outcomes assessment to make improvements in teaching and learning.

Maintain appropriate standards of professional conduct and ethics.

Maintain current knowledge in the subject matter areas.

Follow the regulations, policies, and procedures of the college and district as published.

Complete all program/college/district reporting deadlines on time.

Complete and submit required documents in a timely manner.

Make use of technology and learning materials that are current, support the lesson, and enable students to engage with the material.

Establish and maintain a framework for regular and sustained contact with/among students if teaching distance education courses.

Teach classes during the scheduled time and at the assigned location.

Meet workload obligations.

Maintain accurate records.

May participate in curriculum review and program development.

Assignments may include day, evening, weekend, on-line and/or off-campus classes.

Electronic Technology Instructor (Part-Time Faculty)
South Orange County Community College District

**MINIMUM QUALIFICATIONS**

1. Instructors must meet one of the following qualifications under (a) through (d):

(a) Bachelor's degree or higher from an accredited college or university AND two (2) years of electronics-related/electrical technology work experience; **OR**

(b) Associate degree or higher from an accredited college or university AND six (6) years of electronics-related/electrical technology work experience; **OR**

(c) Valid California Community College instructor credential appropriate to the subject per Education Code 87355 (issued prior to July 1, 1990); **OR**

(d) A combination of education and experience that is at least the equivalent of (a) or (b) above. Candidates making an application on the basis of equivalency must submit a *Supplemental Application for Equivalency Determination* (Download PDF reader) in addition to all other required materials.

2. Commitment to equity and diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff.  The applicant must be able to demonstrate how these factors relate to the need for equity minded practices within an educational environment.

Please attach all academic transcripts that reflect how you meet one of the above minimum qualifications. You will attach your transcripts in the same location as your Resume/CV.

Electronic Technology Instructor (Part-Time Faculty)
South Orange County Community College District

If you are applying based on (D) above - please choose "I do not meet minimum qualifications" on the next step, complete and attach the equivalency form. (This is a requirement in addition to your transcripts)

If your degree is from a non-US institution, you will need to attach a Foreign Degree Evaluation that was completed by a 3rd party. Please visit www.naces.org/members for a list of companies that can complete this service for you. Applications without an evaluated degree will be considered incomplete.

**Special COVID-19 Notice:**

Interviews may be held in-person (following all necessary precautions) or in a virtual format. Employees must reside in California while employed with the South Orange County Community College District (SOCCCD), even during offsite work.

The SOCCCD is committed to protecting the health and wellbeing of students, faculty, staff, managers, and the communities it serves. More information can be found on the SOCCCD website by visiting https://www.socccd.edu/communications/covid-19-information.

**Notice to all Candidates for Employment:**

The Immigration Reform and Control Act of 1986, Public Law 99-603, requires that employers obtain documentation from every new employee which authorizes that individual to accept employment in this country. The SOCCCD will not sponsor any visa applications.

Electronic Technology Instructor (Part-Time Faculty)
South Orange County Community College District

**California Public Employees Retirement System and California State Teachers Retirement System:**

A California Public Employees Retirement System (CalPERS) retiree may not accept employment until after the first 180 days of retirement. Anyone retired from CalPERS accepting permanent employment with the SOCCCD will be required to reinstate as an active CalPERS member. Please contact CalPERS for additional information regarding your retirement status.

Any active vested member of California State Teachers Retirement System (CalSTRS), who accepts employment with the SOCCCD to perform service that requires membership in CalPERS, is eligible to elect to continue retirement system coverage under CalSTRS

**Disability Accommodations:**

If you require special accommodations in the application and/or evaluation process, please notify Human Resources at least two (2) business days prior to the job posting close or initial screening date, by either calling (949) 582-4850 or sending an e-mail to hrinfodesk@socccd.edu.

**Attendance Requirement:**

All SOCCCD employees are required to report to work on a regular and consistent basis, as scheduled, to assigned job.

**Campus Crime and Safety Awareness:**

Information regarding campus crime and safety awareness can be found at www.ivc.edu or www.saddleback.edu. Paper copies are available in the Human Resources office upon request.

### Diversity, Equity, Inclusion and Equal Employment Opportunity:

The SOCCCD is committed to creating an academic and work environment that fosters diversity, equity, and inclusion (DEI) and equal employment opportunity (EEO) for all, and ensures that students, faculty, staff, and managers of all backgrounds feel welcome, included, supported, and safe. Our culture of belonging, openness, and inclusion, makes the SOCCCD a unique and special place for individuals of all backgrounds.

The SOCCCD is looking for equity and inclusion-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to the understanding of diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present within our community. When you join the SOCCCD, you can expect to be part of an exciting, thriving, equity-focused, and inclusive community that approaches higher education with the lens of social justice and collaboration among students, faculty, staff, managers, and community partners. In deciding whether to apply for a position at the SOCCCD, you are strongly encouraged to consider whether your values align with the SOCCCD's mission and goals for DEI and EEO.

### THE SOCCCD IS AN EQUAL OPPORTUNITY EMPLOYER

### Contact Information

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

### Contact

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