

**Business Full-Time Instructor**  
**West Valley-Mission Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=244647>

Downloaded On: Sep. 13, 2024 7:17pm

Posted Sep. 11, 2024, set to expire Oct. 6, 2024

<b>Job Title</b>	Business Full-Time Instructor
<b>Department</b>	Business
<b>Institution</b>	West Valley-Mission Community College District Saratoga, California
<b>Date Posted</b>	Sep. 11, 2024
<b>Application Deadline</b>	10/06/2024
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Lecturer/Instructor
<b>Academic Field(s)</b>	Business
<b>Apply Online Here</b>	<a href="https://apptrkr.com/5619246">https://apptrkr.com/5619246</a>

**Apply By Email**

**Job Description**

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**Business Full-Time Instructor**

**Closing Date:** 10/6/2024

**Definition:**

Mission College is accepting applications for a full-time, tenure-track instructor in the Business Department. The successful candidate will be qualified to teach a variety of courses in Business. Applicants who possess the knowledge, skills, ability, and life experiences to address the cultural and educational needs of a linguistically and culturally diverse student population are encouraged to apply.

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The successful candidate will have a demonstrated ability to effectively teach using technology-based tools. In addition, the successful candidate will have a demonstrated ability to interact with the business world to determine business needs and to help develop new curriculum to meet these needs.

Mission College serves a region of the San Francisco Bay Area that includes urban neighborhoods, business centers and residential communities. Nestled in the heart of the Silicon Valley, Mission College enjoys an entrepreneurial and innovative energy supplied by its closest technology and business neighbors, while continuing to maintain its quality curriculum offerings for transfer and under-prepared students.

Applicants interested in teaching within an energetic, student-centered culture that looks to the future would find Mission College a perfect fit.

**Assignment:**

This is a full-time, 10-month, tenure-track faculty position that begins in *Spring 2025*. Instructional assignments may include day and/or evening classes, Monday through Saturday, as needed. This position is represented by the West Valley-Mission Federation of Teachers (WVMFT / AFT Local 6554).

Work location: Mission College, Santa Clara, CA

**Salary and Benefits:**

Anticipated Hiring Range:

- \$88,270 to \$142,448 annually (10 months), based upon academic achievement, teaching and related experience (Academic Salary Schedule, Steps 1-9).

Benefits include:

- Employer-contributed medical, dental and vision for employee, spouse and dependents.
- Employer paid long term disability for employee.
- Employer-provided life insurance.
- Sabbatical, Rejuvenation and Retraining Leaves.
- Banked leave provisions.

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- Professional Growth and Development activities.
- 10 days sick leave accrued annually; personal necessity and catastrophic leave.
- Conference leaves.
- Opportunity for overload assignments.
- Cal STRS Retirement.
- Position is union affiliated.

**Minimum Qualifications:**

Masters in business, business management, business administration, accountancy, finance, marketing or business education;

OR

Bachelors in any of the above

AND

Masters in economics, personnel management, public administration, or Juris Doctor Degree (J.D.) or Legum Baccalaureus (LL.B.);

OR

Bachelors in economics with a business emphasis

AND

Masters in personnel management, public administration, or Juris Doctor Degree (J.D.) or Legum Baccalaureus (LL.B.);

OR

A valid California Community College Instructors Credential in Business;

OR

The equivalent;

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AND

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, in-class activities, evaluation of students work, consultation with students outside of class (scheduling time beyond normal office hours if necessary), ensuring regular effective student contact for Distance Education courses, maintenance of currency in the subjects taught and other efforts related to the teaching of the assigned classes, and participate in the process of SLO assessment and evaluation and use the results of these assessments in the process of continuously improving student learning.
- Maintain accurate class and other records.
- Submit, when due, all necessary reports, such as attendance, grade reports, rosters, class and office schedules.
- File a syllabus for each course with the appropriate division offices.
- Post and maintain office hours each week.
- Provide each student with a current course syllabus as required by Title 5, which includes SLOs, classroom procedures, requirements and grading policies and provide a copy to the Division Office.
- Refer students to appropriate college resources.
- Assist students by providing advice on requirements for successful achievement in the members area of expertise.
- Assume institutional responsibilities, essential to the ongoing operation and effective achievement of department, division, college and district programs.

**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.



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*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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