

Automotive Technology: Contract Instructor-Noncredit  
San Diego Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=254579>

Downloaded On: Apr. 1, 2025 11:52pm

Posted Mar. 18, 2025, set to expire Apr. 14, 2025

<b>Job Title</b>	Automotive Technology: Contract Instructor-Noncredit
<b>Department</b>	Automotive Tech Services
<b>Institution</b>	San Diego Community College District San Diego, California
<b>Date Posted</b>	Mar. 18, 2025
<b>Application Deadline</b>	04/14/2025
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Lecturer/Instructor
<b>Academic Field(s)</b>	Vocational/Technical
<b>Apply Online Here</b>	<a href="https://apptrkr.com/6085383">https://apptrkr.com/6085383</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

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**Automotive Technology: Contract Instructor-Noncredit**

**San Diego Community College District**

**Closing Date:** 4/14/2025

**Position Number:** 000928

**Location:** Continuing Education

**Position Type:**



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Academic

### The Position:

Posting Details (Default Section)

Closing Date: 04/14/2025 Open Until Filled No Classification Title Automotive Technology: Contract Instructor-Noncredit Working Title Automotive Body and Collision: Contract Instructor - Non-Credit Recruitment Limits Location Continuing Education Pay Information Class 1, Step C - Class 6, Step C (\$6,933.44- \$8,849.03) per month based on the current AFT - College Faculty Tenured-Tenure Track Faculty Salary Schedule.

Initial salary placement is commensurate with required education and related teaching experience as outlined in section A2.1 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 within 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, Assistant Professors earn tenure after 4 years and promote to Associate Professor. 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 Position Number: 000928 FLSA Status Exempt (does not accrue overtime) Bargaining Unit AFT/Cont Ed Faculty Range (na) Position Type Academic Department Automotive Tech Services The Position The San Diego Community College District is accepting applications for a *San Diego College of Continuing Education (SDCCE) Instructor, Auto Body, 100%, 10-month assignment.*

From San Diego College of Continuing Education President Dr. Tina M. King:

Established in 1914, San Diego College of Continuing Education (SDCCE) is among the oldest and largest noncredit institutions in the nation, serving approximately 20,000 students annually at seven campuses across the city of San Diego, at various community locations, and online. As the adult education arm of the San Diego Community College District, our students are among the most diverse in California-culturally, ethnically, and educationally-and our college is proud to be playing a preeminent role in alleviating poverty in our community.

San Diego College of Continuing Education commits to student success and community enrichment by



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providing tuition-free, accessible, equitable, and innovative quality education and support services to diverse learners in pursuit of lifelong learning, training, career advancement, and pathways to for-credit colleges. Our programs are specialized to address essential areas of adult education and workforce development, including short-term career training in priority industry sectors; English as a Second Language; basic skills; an Emeritus program for those 55 years old or older; and Disability Support Programs and Services. The San Diego College of Continuing Education's career training programs alone contribute a quarter-billion dollars to the San Diego regional economy each year. San Diego College of Continuing Education was one of the first noncredit institutions in the U.S. to be separately accredited by the Western Association of Schools and Colleges (WASC), recognized for its impactful community presence, innovative programs, and commitment to transforming lives through accessible education and career pathways.

At San Diego College of Continuing Education, we are committed to the principles of equal employment opportunity and to hiring qualified applicants who are dedicated to student learning and success. Joining SDCCE means becoming part of a dynamic team that is deeply committed to providing accessible, high-quality education to a diverse community. **Candidates who believe that they can demonstrate this commitment are encouraged to apply.**

To learn more, please visit:

Mission Statement: <https://sdcce.edu/about/mission-statement> You Belong:

<https://sdcce.edu/organization/you-belong> President's Office:

<https://sdcce.edu/organization/president>

The current vacancy exists in San Diego College of Continuing Education and applicants should understand that they may be assigned to any San Diego College of Continuing Education campus. Assignments may include day, evening, and/or weekend hours. (This may be a split assignment between several campuses.)

Under the direction of the Dean, Automotive, Skilled and Technical Trades, the Automotive Body Instructor will teach courses in automotive body repair and collision technology as assigned, following the catalog descriptions and course outlines. The Continuing Education Instructor will also assist in curriculum development and planning, and participate in professional development activities. Major Responsibilities The candidate must be able to instruct students in all phases of automotive body repair, including but not limited to:

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- Body panel repair and replacement;
- Frame and structural repair;
- Surface preparation and refinishing techniques;
- Dent repair and paintless dent removal;
- Welding and metal fabrication;
- Auto body electrical systems;
- Collision-related mechanical systems (e.g., suspension, brakes, and alignment);
- Safety protocols in the auto body industry;
- Diagnosis and troubleshooting of body and mechanical systems.

In addition to effective teaching, the assignment includes:

- Evaluating student progress to meet accountability standards;
- Working effectively with students from diverse backgrounds;
- Participating in curriculum design; developing teaching materials;
- Assisting in planning and organizing program activities; serving on program or institutional committees;
- Implementing District policies, regulations, and procedures; demonstrating excellent interpersonal and communication skills;
- Participating in program review and integrated planning;
- Using technology to deliver instruction and to prepare instructional materials; and
- Participating in professional development activities on a regular basis.

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The instructor will also maintain the classroom and shop area, ensuring a safe and organized environment, as well as keep accurate student records and complete reports required by District policy and state laws.

In addition to teaching, the position requires the ability to evaluate student progress, establish effective working relationships with students from diverse ethnic and cultural backgrounds, faculty, staff, and the community, and plan and organize programs and activities. This includes conducting yearly reviews and development of course goals and objectives, interpreting and applying relevant regulations, analyzing situations to determine effective courses of action, and clearly communicating both orally and in writing. Qualifications **MINIMUM QUALIFICATIONS**

Applicants for this position must show evidence of one (1) of the following:

1. A Bachelor's degree from a regionally accredited institution and two (2) years of professional experience related to the subject of the course taught; OR,
2. An Associate degree from a regionally accredited institution and six (6) years of professional experience related to the subject of the course taught; OR,
3. Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter; OR,
4. The equivalent.

Desired Qualifications **Desired Qualifications:**

- Extensive industry experience in automotive body repair and collision, with expertise in both traditional and modern techniques.
- Certifications such as ASE in Collision Repair and Refinish, I-CAR, or relevant welding certifications (MIG, TIG).
- Proficiency with diagnostic tools, repair documentation software, and computerized alignment systems.
- Prior experience teaching or training in automotive body repair or technical education.
- Knowledge of state and federal safety, environmental, and emission regulations relevant to the auto body repair industry.
- Strong leadership, organizational, and collaboration skills, with the ability to work effectively with faculty, staff, and industry partners.
- Commitment to ongoing professional development and staying current with industry trends and practices.
- Excellent verbal and written communication skills, with the ability to explain complex technical

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concepts clearly.

- Demonstrated ability to integrate principles of Diversity, Equity, Inclusion, Accessibility, and Anti-Racism (DEIAA) to effectively serve and teach students from diverse backgrounds.
- Demonstrated ability to plan lessons and adapt them to a variety of levels, needs, and goals within a classroom.
- Demonstrated innovation and resourcefulness in course design and materials development to promote student success.
- Experience developing effective working relationships with colleagues, including student support services, instructional programs, and/or community agencies.

Equivalency If you do not possess the exact degrees, or higher, listed above or if you anticipate 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: *[If possess]* Full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter 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.

Click [here](#) for the EEO / Diversity / Nondiscrimination - Policies and Procedures Working Conditions Variable, depending on assignment. Special Instructions to Applicants: To ensure consistency, fairness, and alignment with our commitment to Diversity, Equity, Inclusion, and Accessibility (DEIA), please submit only the materials specifically requested in this posting (e.g., no personal photos, articles, etc.). Be sure to upload the required documents using the respective document name labels. Uploading extraneous materials, unless explicitly requested, 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. All correspondence, including interview invitations, will be communicated via email.

We are dedicated to maintaining the confidentiality of all inquiries, nominations, and applications in the strictest confidence, and we encourage applicants from diverse backgrounds to apply.

1. Complete Online Application (which includes Supplemental Questions);
2. Resume;

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3. Cover Letter;
4. College/University Transcripts of all coursework/degrees completed ("official" transcripts will be required if you are selected for a position) Note: Transcripts from multiple colleges/universities may need to be scanned as one document, then uploaded; AND,
5. Three (3) professional references to be included within the online application. Reference information to include name, company name, position title, phone number, email address, and relationship to the applicant.
6. Equivalency Request (Optional).
7. Foreign Degree Evaluation (Required if applicable).
8. License/Certificates/Credentials (if applicable).

Tentative Timeline (Subject to Amendments) 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: EMPLOYEE BENEFITS

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.



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Please note that an employee may be transferred to any site at the option of the Chancellor. Posting Number AC01111 Indicate budget number(s)

### **Major Responsibilities:**

The candidate must be able to instruct students in all phases of automotive body repair, including but not limited to:

- Body panel repair and replacement;
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- Dent repair and paintless dent removal;
- Welding and metal fabrication;
- Auto body electrical systems;
- Collision-related mechanical systems (e.g., suspension, brakes, and alignment);
- Safety protocols in the auto body industry;
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In addition to effective teaching, the assignment includes:

- Evaluating student progress to meet accountability standards;
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### **Qualifications:**

#### **MINIMUM QUALIFICATIONS**

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### **Desired Qualifications:**

#### **Desired Qualifications:**

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### **Licenses:**

*[If possess]* Full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in the subject matter

### **Pay Information:**

Class 1, Step C - Class 6, Step C (\$6,933.44- \$8,849.03) per month based on the current AFT - College Faculty Tenured-Tenure Track Faculty Salary Schedule.

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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.



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### **Contact**

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