

Instructor, Communication Studies  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=231130>

Downloaded On: May. 10, 2024 10:58am

Posted Feb. 21, 2024, set to expire May 31, 2024

**Job Title** Instructor, Communication Studies  
**Department** Staff  
**Institution** Foothill-De Anza Community College District  
Los Altos Hills, California

**Date Posted** Feb. 21, 2024

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

**Job Categories** Lecturer/Instructor

**Academic Field(s)** Social Sciences - Communication

**Apply Online Here** <https://apptrkr.com/5036618>

**Apply By Email**

**Job Description**

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**Instructor, Communication Studies**

HR EMPLOYMENT/CAREERS

**Initial Review Date: 04/02/2024\***

**\*Any complete applications received after the review date will only be forwarded to the hiring committee at their request.**

**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**

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**incurred will be the responsibility of the applicant.**

The Foothill-De Anza Community College District is currently accepting applications for the faculty position of **Instructor, Communication Studies, Foothill College.**

The Foothill - De Anza Community College District does not have a remote work policy. All employees are expected to be available to work in person and on-site per the requirement of the department.

**Foothill - De Anza Community College District Mission Statement:**

The mission of the Foothill-De Anza Community College District is student success. We are driven by an equity agenda and guided by core values of excellence, inclusion, and sustainability. Every member of our district contributes to a dynamic learning environment that fosters student engagement, equal opportunity, and innovation in meeting the various educational and career goals of our diverse students. We are committed to providing an accessible, quality undergraduate education dedicated to developing a broadly educated and socially responsible community that supports an equitable and just future for California.

**Foothill College Mission Statement:**

Embracing inclusivity and building strong communities, Foothill College serves diverse learners and equips its students with critical thinking skills to address complex societal challenges, to thrive in the global workforce, and to engage in a life of inquiry.

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

Teach a variety of college-level courses that fulfill either general education requirements, Certificate(s) of Achievement requirements, or an Associate of Arts degree in Communication Studies. Provide classroom instruction in accordance with established course outlines. Standard duties expected of all faculty include development and evaluation of curricula, maintaining scheduled office hours, attending department and division meetings, pursuing professional growth activities, and performing other duties consistent with the role of an instructor. Instructors also have the opportunity to serve on District and College committees and participate in campus extra-curricular activities.

**MINIMUM QUALIFICATIONS:**

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic,

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religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

2. Master's in Speech, Speech broadcasting, telecommunications, rhetoric, communication, communication studies, speech communication or organizational communication

**OR**

Bachelor's in any of the above

**AND**

Master's in drama/ theater arts, mass communication or English

**OR** the equivalent

**PREFERRED QUALIFICATIONS:**

1. Knowledge, ability, and enthusiasm to teach lower-division courses including: Public Speaking; Argumentation & Persuasion; Introduction to Communication Studies; Interpersonal Communication; Group Discussion; Mass Communication; Gender, Communication & Culture; Intercultural Communication; Career & Leadership Communication in the Global Workplace, Forensic Speech; Forensic Debate.
2. Successful experience teaching students of ethnically and culturally diverse backgrounds at the college level to eliminate disproportionate impact, particularly for BIPOC student populations.
3. Experience or strong interest in teaching courses and designing curriculum in a variety of modalities, including online.
4. Interest in re-establishing and coaching the college's intercollegiate forensics team.
5. Knowledge of and experience with current computer software/platforms related to higher education.
6. Ability to use various teaching methods that a) engage students in their own learning, including outcomes that motivate students to develop higher-order thinking skills, and b) ensure consistent and appropriate monitoring of student progress.
7. Initiative and ability to develop courses.
8. Commitment to the mission of the community college and its philosophy of education.
9. A commitment to meet all department, division, college, and state deadlines.
10. Demonstrated enthusiasm and interest in working cooperatively with colleagues within the program and in multiple departments, and to serve on college committees in a shared governance organization.

**WORKING CONDITIONS:**

**Environment:**

1. Indoor, office environment.

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**Physical Abilities:**

**(Applicants should perform these physical abilities with or without reasonable accommodations)**

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 PACKET:**

1. A District on-line application to be completed at <http://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. **Additionally**, you will be asked to explain how your life experiences, studies or work have influenced your commitment to diversity, equity and inclusion.
2. A cover letter detailing your background and experience, skills, and abilities as they relate to the minimum and preferred qualifications of this position.
3. A current resume of all work experience, formal education and training.

**If you wish to request equivalency for this position** (if you believe you do not otherwise meet minimum qualifications via educational degree attainment as specified), you may submit the Request for Equivalency form. This form will need to be submitted with your application packet. You may either scan a hard copy of this form with your application packet or submit it as a Word document with your application packet. [http://hr.fhda.edu/\\_downloads/Equivalency.pdf](http://hr.fhda.edu/_downloads/Equivalency.pdf)

**Applicants will be REQUIRED to submit transcripts 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.**

**If any required application materials are omitted, the committee will not review your application packet. Application materials not required (including reference letters) for this position will not be accepted. For full-consideration, all application packets must be received by 11:59 pm on**

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**the closing date.**

**Please allow yourself ample time to complete your application and resolve any technical difficulties that may arise with your submission. We do not guarantee a response to application questions within 48 hours of the closing date. You may also visit our "Applicant Information" webpage to assist with technical difficulties at: <http://hr.fhda.edu/careers/a-applicant-instructions.html>**

**HIRING RANGE:**\$71,934.90 - \$133,543.60 annually plus benefits; actual placement is based on applicant's verified education and experience.

**For the complete Faculty Salary Schedule, go to:**

[https://hr.fhda.edu/\\_faculty-information.html](https://hr.fhda.edu/_faculty-information.html)

Excellent benefits package which includes medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long term disability, retirement benefits and basic life insurance. Other voluntary benefits are also available such as legal assistance, pet insurance, and long-term care. Faculty are also eligible for paid professional development leaves and stipends for educational and professional development.

For information on our benefits package that includes medical for employees and dependents, visit our web site: <http://hr.fhda.edu/benefits/index.html>

**TERMS OF EMPLOYMENT:** Full-time, Tenure-track, 10-months per year

**STARTING DATE:**Fall 2024

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

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

For more information about our application process contact:

Employment Services

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12345 El Monte Road

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Email: [employment@fhda.edu](mailto:employment@fhda.edu)

<http://hr.fhda.edu/>

**This position will become Open Until Filled after the initial Closing Date. Any complete applications received while the position is Open Until Filled will be reviewed by the hiring committee only upon committee request.**

To apply, visit <https://fhda.csod.com/ux/ats/careersite/4/home/requisition/1537?c=fhda>

### Contact Information

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

### Contact

Staff

Foothill-De Anza Community College District

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