

Instructor, Communication Studies

Posting Details

Position Information

Job Title Instructor, Communication Studies

Position Type Faculty

Tenure Information Tenure Track

Position Code 3FLA06

FTE 1

Pay Rate (or Annual Salary) \$62,035 - \$88,687/annual

FLSA Exempt

Job Location Las Positas College, 3000 Campus Hill Dr., Livermore, CA 94551

Department Arts and Humanities

Job Summary The Chabot-Las Positas Community College District is seeking an Instructor, Communication Studies for Las Positas College in Livermore, California. The position reports to the Division Dean.

Representative Duties

1. Ability to teach college-level courses in Communication Studies including: Fundamentals of Public Speaking, Oral Interpretation of Literature, Group Communication, Introduction to Communication Studies, Readers Theater, Interpersonal Communication, Argumentation and Debate, Forensics.
2. Teach scheduled classes and perform related duties as assigned, including timely compliance with clerical and administrative responsibilities; online, late afternoon and/or evening assignments may be required as part of the regular teaching load.
3. Participate in department, division, and college committees and perform essential non-teaching duties such as: program review, student learning outcomes, faculty evaluations, curriculum updates and development, and scheduling/staffing classes.
4. Direct and co-direct the forensics team, including weekend travel to tournaments and judging. Forensics directors may periodically and temporarily rotate to non-coaching roles within the department.
5. Evidence of a sensitivity to, and understanding of, the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students, including those with physical or learning disabilities.

Minimum Education and Experience

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.

You will be required to upload your transcripts. You must upload all applicable transcripts, credentials and/or certificates required to meet minimum qualifications for the position for which you are applying. Any degrees earned outside the United States must have an official US evaluation (course by course) of the transcripts and must be submitted with the application. In the case that the file you are uploading is too large or you do not have your transcripts readily available, please upload a document in place of stating you will be sending the documents to the Office of Human Resources, 7600 Dublin Boulevard, 3rd Floor, Dublin, CA 94568, or by fax (925) 485-5254, by 5:00 p.m. (PST) on the closing date.

*Degrees in Progress: To be conferred on or before July 1, 2019 will be considered, provided that the applicant also submits (1) an up-to-date transcript, (2) a photocopy of the degree requirement from the school catalog, and (3) proof of current course(s) and enrollment. Please provide your explanation and background material by using the optional document upload called "Other Document". If you are unable to upload the above, please upload a document in its place and state you will be sending the documents to the Office of Human Resources, 7600 Dublin Boulevard, 3rd Floor, Dublin, CA 94568, by 5:00 p.m. (PST) on the closing date.

Applicants applying under the "Equivalent provision" must provide details that explain at time of application how their academic preparation is the equivalent of the degree listed above. Please provide your explanation by using the optional document upload called "Equivalency Statement".

Minimum Qualifications

Desirable Qualifications

1. Experience teaching a variety of college-level Communication Studies courses.
2. Experience performing non-teaching departmental duties in an educational environment.
3. Commitment to professional growth and development, to innovation and improvement of teaching, and to assuming faculty responsibilities beyond the classroom in a shared governance environment.
4. Experience in coordinating forensics activities at a national-caliber level.
5. Evidence of excellence in coaching a variety of event categories, tournament administration and recruitment.
6. Demonstrated ability to communicate effectively in writing.

Job Work Schedule

This position is full-time, tenure track, beginning Fall 2019. Employment will begin on or about August 15, 2019.

Physical Demands and Working Environment

INDIVIDUALS WITH DISABILITIES WHO ARE UNABLE TO CARRY OUT THE PHYSICAL ACTIVITIES OF THE POSITION WILL RECEIVE REASONABLE ACCOMMODATIONS TO ENABLE THEM TO PERFORM THE ESSENTIAL FUNCTIONS OF THE POSITION.

Posting Detail Information

Posting Number

F79P

Open Date

01/28/2019

Close Date

02/21/2019

Open Until Filled

No

Special Instructions to Applicants

Notification to Applicants

The Chabot-Las Positas Community College District reserves the right to close or not fill any advertised position.

Instructions for Personal Qualifications Statement

The purpose of the personal qualifications statement is for you to provide information on how your education and experience relate to the requirements and duties of the position. There is no form to complete. Applicants are requested to provide their personal qualifications statement by uploading a document, the same way as you do for your cover letter.

EEO Statement

It is the policy of this District to provide equal opportunity in all areas of employment practices and to assure that there shall be no discrimination against any person on the basis of sex, ancestry, age, marital status, race, religious creed, mental disability, medical condition (including HIV and AIDS), color, national origin, physical disability, family or sexual preference status and other similar factors in compliance with Title IX, Sections 503 and 504 of the Rehabilitation Act, other federal and state non-discrimination regulations, and its own statements of philosophy of objectives. The District encourages the filing of applications by both sexes, ethnic minorities, and the disabled.

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. Please describe your background and/or interest in forensics and debate. Upload a document and submit using the applicant document called "Response to Supplemental Question 1." Limit your response to one page maximum.

(Open Ended Question)

Documents Needed To Apply

Required Documents

1. Resume
2. Cover Letter
3. Transcripts/Credentials/Licenses
4. Personal Qualifications Statement
5. Response to Supplemental Question 1

Optional Documents

1. Other Document
2. Equivalency Statement