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## MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT

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**Application Deadline: Open Until Filled**

### **ADJUNCT FACULTY**

Part-time, Temporary Faculty

Discipline: English

Mendocino College is currently accepting applications for part-time, hourly faculty in the discipline of English to establish a pool for adjunct teaching assignments. Adjunct teaching assignments may be temporary, part-time and/or on-call and may be immediate or as needed. This job posting is not for a specific assignment or for a full-time faculty position.

### **POTENTIAL COURSES**

Areas of teaching interest include, but are not limited to teaching College Composition, Academic Literacy, Advanced Preparation for College Composition, Critical Thinking through Literature, Critical Thinking.

### **QUALIFICATIONS**

Master's in English, literature, comparative literature, or composition OR Bachelor's in any of the above AND Master's in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism OR the equivalent.

The minimum qualifications handbook with the California Community Colleges Chancellor's Office may be viewed at: ([https://asccc.org/sites/default/files/Minimum\\_Qualifications2018.pdf](https://asccc.org/sites/default/files/Minimum_Qualifications2018.pdf)).

Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, rural and ethnic backgrounds of community college students.

Knowledge of: Current theories of composition, rhetoric, critical thinking, and related teaching practices; familiarity with writing lab/tutoring; community college mission.

Ability to: Effectively instruct assigned courses using a variety of techniques and methods of delivery; evaluate and develop curriculum and instructional materials; assess student academic progress; maintain records; consistently communicate effectively both verbally and in writing, and work collaboratively with colleagues in the department and across the district; teach at variable locations and hours, including evenings, weekends and online.

### **ASSIGNMENT/SALARY**

Assignments are made on a part-time, hourly contract basis. A part-time faculty assignment may not exceed a total of 67% of an annual full-time assignment. Salary is determined by the total contract hours. Hourly contract rate is dependent on qualifications (\$54.62 - \$69.72) see the part-time faculty salary schedule which can be found at the following link: [http://www.mendocino.edu/tc/pg/4885/salary\\_schedule\\_faculty\\_part.html](http://www.mendocino.edu/tc/pg/4885/salary_schedule_faculty_part.html). Compensation for assigned classes is paid over the duration of the semester.



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### APPLICATION PROCEDURE

Submit the following materials, as a package, to Human Resources, Mendocino College, 1000 Hensley Creek Road, Ukiah, CA 95482. These materials may also be scanned and submitted electronically via email to Human Resources, [HRrecruiting@mendocino.edu](mailto:HRrecruiting@mendocino.edu), or faxed to 707-467-1023.

- Completed Mendocino College Academic Application and Voluntary Applicant Survey: <https://www.mendocino.edu/college/employment/employment-application-forms> with clearly defined discipline(s) of interest
- Letter of interest describing relevant experience and skills; including how the applicant's background demonstrates a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, rural and ethnic backgrounds of our community college students.
- Resume/CV
- Photocopies of all transcripts; a foreign transcript evaluation must be attached if applicable. Official copies of transcripts are required upon employment.
- If meeting the state-mandated minimum qualifications based on equivalency, attach an equivalency application, available on the college HR website. [http://www.mendocino.edu/tc/pg/1316/forms\\_applications\\_for\\_employment.html](http://www.mendocino.edu/tc/pg/1316/forms_applications_for_employment.html)

***Incomplete application packets will not be forwarded to the selection committee.***

***Interviews are by invitation only.***

***The college does not reimburse applicants for related travel expenses.***

**THE COLLEGE:** Established in 1973, Mendocino College, a Hispanic Serving Institution, is a vibrant and inclusive academic community, rich in culture, creativity, diversity, and technology. A fully accredited two-year community college, the District serves more than 5,000 students across four locations in the greater parts of Lake and Mendocino Counties. Complete with a friendly small-campus academic setting and a respectfully collaborative work environment, Mendocino College prepares students for a future of innovation and success.

The beautifully landscaped main campus is located in Ukiah, California. With views of oak-covered hills, sprawling vineyards, and distant mountains, the 127-acre campus is equipped with a state-of-the-art Library/Learning Center, high-tech Nursing Facility, and Student Center. The college operates two fully equipped centers in Willits and Lakeport, conveniently providing our valued students with quality instruction, academic support and administrative services in neighboring communities. In 2016, Mendocino College expanded its services to the coast, acquiring an established college center in the city of Fort Bragg.



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With a comprehensive curriculum and engaging instruction, Mendocino College provides a wide variety of degree, certificate, transfer, occupational, and basic skills programs. Mendocino College students learn in a nurturing and supportive environment enhanced by small-sized classes, personalized academic advising, and several hundred dedicated faculty and staff.

**THE COMMUNITIES:** Mendocino and Lake Counties include some of California's most picturesque landscape. Because of the geographic location, climate, and natural beauty, Mendocino and Lake Counties attract many visitors. Agriculture, timber, and tourism industries form the economic base of the area with some light manufacturing. Mendocino County has a long and colorful history as a premium grape-growing region within the state's famous North Coast wine country, while Lake County is noted for its pear production and as an attractive spot for retirement and vacationing. A relaxed and friendly lifestyle is characteristic of our communities. Recreational opportunities abound for water skiing, swimming, fishing, boating, sailing, camping, hiking, tennis, and golf.

***Mendocino College** welcomes applications from all qualified candidates who demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of our community college students.*