

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT

YOUR COMMUNITY. YOUR COLLEGE. YOUR SUCCESS.

Application Filing Deadline: TUESDAY, JULY 31, 2018 @ 5:00 p.m.

Initial Screening Date (open until filled)

AUTOMOTIVE TECHNOLOGY INSTRUCTOR

Full-time, Temporary, Non-tenure track faculty position

One semester leave replacement – Fall 2018

GENERAL DESCRIPTION

Mendocino-Lake Community College District is seeking individuals with demonstrated instructional skills to join an outstanding team of faculty and instructional administrators to provide high quality services to our district, our community, and most importantly to our students. Appointment is contingent upon Board approval.

DEPARTMENT DESCRIPTION

The Automotive Technology Department provides full technical training in all areas of automotive repair. The department is certified by the Bureau of Automotive Repair to teach all smog certified areas. The department has one full time and three to four adjunct instructors who provide comprehensive and varied educational programs to meet the needs of all of our students.

POSITION DESCRIPTION

This position is full time for the Fall 2018 semester. The course load may include the following three classes: Introduction to Automotive Technology, Automotive Electrical Systems, and Manual Transmissions/Transaxles. The manual transmissions class is taught two evenings per week. The college encourages persons of all backgrounds and cultures, including persons with disabilities, to apply.

QUALIFICATIONS

Minimum qualifications are any bachelor's degree or higher and two years of professional experience in Automotive Technology, or any associate degree and six years of professional experience in Automotive Technology. Professional experience is required when the applicant possesses a master's degree.

If you do not possess the minimum qualifications, exactly as listed above, you must file for equivalency. If claiming equivalency, applicants are responsible for documenting all course work, degree programs and related professional experience at the time of application.

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Preferred:

- A demonstrated interest in the diverse community college student population.
- Background, training, and/or experience relevant to community college teaching.
- ASE Master Automobile Technician certification.
- EPA Section 609 Air Conditioning certification.

APPLICATION PROCEDURES

Submit the following application materials immediately, initial screening will take place on applications received by **JULY 31, 2018 @ 5 p.m.** Submit application materials to Human Resources, Mendocino College, 1000 Hensley Creek Road, Ukiah, CA, 95482. These materials may also be scanned and submitted electronically via email to HRrecruiting@mendocino.edu or faxed by the deadline date above to 707-467-1023.

1. A completed Mendocino College Application for Academic Employment and Applicant Survey. <https://www.mendocino.edu/sites/default/files/docs/personnel/application-academic2018hrrecruiting.pdf>. If applicable, a completed Equivalency Form and supporting documents. https://www.mendocino.edu/sites/default/files/equivalency_form_05-14-15.pdf
2. A one page cover letter explaining your interest in this position, including how you meet the requirements and are qualified to perform the duties as listed in the Position Description section of this announcement.
3. Current Resume.
4. Copies of transcripts of all college level course work. Unofficial copies (both sides) are acceptable, but official transcripts must be submitted prior to hiring. If transcripts are from an institution outside of the United States, applicants must provide a formal evaluation of their foreign degree(s) at the time of application. Contact the Human Resources Department for more information.
5. Two recent letters of reference specific to this recruitment.

Interviews are by invitation only.

The College does not reimburse applicants for related travel expenses.

COMPENSATION AND BENEFITS

- Starting Salary Range: \$28,257 - \$40,539 for Fall 2018 Semester (2017/2018 Faculty Salary Schedule). Teaching experience, other related professional experience, and academic degrees determine salary placement on a schedule that is competitive with other California Community Colleges. Doctoral Stipend: An additional \$1,360 for an earned doctorate from an accredited institution.
- Benefits: The District offers a competitive health and benefit package for employees and eligible dependents.
- Leave/Holiday time: Full-time faculty members earn 8 hours of sick leave per month and 18 paid holidays per year.

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THE COLLEGE: Established in 1973, Mendocino College, a Hispanic Serving Institution, is a vibrant and inclusive academic community rich in culture, creativity, diversity, and cutting-edge technology. A fully accredited two-year community college, the District serves more than 5,000 students across 4 campuses in the greater parts of Lake and Mendocino Counties.

The beautifully landscaped main campus is located in Ukiah, California — ranked among the best small towns in the United States. With clear skies and panoramic views of oak-covered hills, sprawling vineyards, and distant mountains, the 127-acre campus is equipped with a new state-of-the-art Library/Learning Center, high-tech Allied Health Facility, and Student Center. The college operates two newly constructed and 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.

With a comprehensive curriculum and engaging instruction, Mendocino College, provides a wide variety of degree, certificate, transfer, occupational and community service 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.

Complete with a friendly small-campus academic setting and a respectfully collaborative work environment, Mendocino College boldly prepares students for a future of innovation and success.

THE COMMUNITIES: Mendocino and Lake Counties include some of California's most beautiful scenery which includes rich agricultural lands and pristine coastal sites. 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 and contribute to its growing diversity. 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 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. We also enjoy a range of theatre, music, art, and athletic events. Ukiah and the surrounding area are home to exceptional wineries, breweries, and restaurants.

The Mendocino-Lake Community College District is committed to employing qualified administrators, faculty, and staff members who are dedicated to student success. The Board recognizes that diversity in the academic environment fosters cultural awareness, promotes mutual understanding and respect, and provides suitable role models for all students. The Board is committed to hiring and staff development processes that support the goals of equal opportunity, equity and diversity, and provide equitable consideration for all qualified candidates.