



ANTELOPE VALLEY COLLEGE
Office of Human Resources & Employee Relations
3041 West Avenue K, Lancaster, CA 93536
(661) 722-6311

ADJUNCT INSTRUCTOR POSITION

Antelope Valley College invites applications for our adjunct (temporary, part-time) faculty applicant pool for the following discipline:

POSITION: German Instructor

SALARY: Salary Schedule E (currently \$1,083.81 - \$1,285.74 commensurate with education)

Adjunct instructors are hired on a semester basis and are paid per *lecture hour equivalent (LHE)*

Required Minimum Qualifications:

Must meet one of the following:

- Minimum Qualifications for Faculty in California community colleges (7th edition)
Master's in German or Bachelor's in German and a Master's in another language or linguistics OR equivalent.
- Academic Senate's approved Equivalency
No equivalency
- Credentials
A California Community Credential in the discipline, valid for life, may be considered for purposes of minimum qualifications.

AND *sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.*

Duties:

- Instruct students in the assigned discipline.
- Assignment may include teaching courses during the day, evening, and/or off-campus sites.

The total semester salary is divided into 5 equal paychecks over the semester beginning in October for the fall semester and March for the spring semester.

Annual Security Report is provided by Antelope Valley College for prospective students and employees. A copy of this report is available at www.avc.edu/student-services/security/crimestatsannual.pdf

APPLICATION PROCEDURE

It is the responsibility of each applicant to have all the following documents on file in the Human Resources Office by the deadline date in order to continue in the application process for this position.

If any of the listed materials are missing or incomplete, the application will not be considered.

1. A completed and signed Antelope Valley College adjunct application form.
Please do not state "See Résumé" on any part of the application. Blank spaces or illegible entries may be cause for rejection of the application. The District will not return application materials submitted.
2. A letter of intent addressing your interest and qualifications for this position.
3. A personal résumé.
4. Transcripts* of all college work from an accredited institution. (Unofficial transcripts or photocopies will be accepted to establish the application file). Official transcripts will be required if the candidate is offered the position.

*Note: Any degree from a country other than the U.S., including Great Britain and Canada, must be evaluated by a professional evaluation service.

5. California Community College Credential, if held (possession of a CCC credential is not required).

Application forms are available on the AVC web site www.avc.edu or from the Human Resources Office and must be returned to:



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**Faxed or emailed materials cannot be accepted.
Unsolicited materials will not be included. Postmarks will not be accepted.**

The screening committee will review **ONLY** complete application packets and the committee will determine applicant's eligibility for an interview. Candidates who are selected for an interview will be notified via telephone.

Candidates selected for employment will be required to provide verification of work authorization pursuant to INS regulations.

Antelope Valley College prohibits discrimination and harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.
Upon request, we will consider reasonable accommodations to permit individuals with protected disabilities to (a) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.

AVC is an equal opportunity employer.