



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

**ANNOUNCEMENT OF FACULTY POSITION**

**POSITION:** Commercial Music Instructor

**SALARY:** Placement on the applicable salary schedule is commensurate with education.  
Schedule F0 - \$53,933.87 - \$79,667.66/ Annually + Benefits

**DEADLINE:** March 25, 2019

**START DATE:** August 2019

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**Required Minimum Qualifications:** (Applicant must meet one of the following)

**Minimum Qualifications for Faculty in California Community Colleges:**

Any bachelor's degree or higher **AND** two years of professional experience directly related to the faculty member's teaching assignment, **OR** any associate degree **AND** six years of professional experience directly related to the faculty member's teaching assignment.  
(Academic Affairs Division, California Community Colleges)

**Antelope Valley College Equivalency:** Equivalency not needed, per division faculty

**Credential(s):**

A California Community College 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.

**DESIRABLE QUALIFICATIONS:**

- Proven record of success in teaching commercial music courses at the college or high school level
- Evidence of successful teaching a wide range of commercial music courses
- Ability to coordinate programs of study and advise commercial music majors
- Ability to play one or more instrument(s)
- Commitment to quality instruction
- Evidence of curriculum development
- Knowledge of Career Technical Programs
- Knowledge of Program Review, Student Learning Outcomes data collection and reporting
- Ability to collaborate with faculty across the disciplines within Performing Arts

**DUTIES:**

- Responsible for teaching 15 Lecture Hour Equivalents per semester in the Commercial Music program
- Responsible for five office hours per week, plus classroom preparation hours, and service to the district and the community totaling to a workweek of not less than 30 hours
- Ability to teach all levels and types of Commercial Music classes including: Performance Ensembles such as Rock Band, technical courses such as Studio Music Production, Commercial Music/Music Theory, as well as lecture based courses that include music related history courses
- Responsible for curriculum development and maintenance
- Participation in the creation, assessment, and planning related to Student Learning outcomes as well as participation in the Program Review process
- Responsible for establishing and maintaining an effective advisory committee
- Participation in hiring committee of new adjunct instructors
- Evaluate and select instructional materials such as textbooks, manuals, software, and tools in collaboration, with discipline faculty; order instructional materials according to campus bookstore procedures to ensure timely delivery
- Participate in department, division, and college-wide meetings, committees, and initiatives
- May be assigned courses that require travel between District Locations
- May be assigned a combination of daytime, evening, and weekend classes

## 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. Please submit **ALL** of the following documents:

1. **A completed and signed Antelope Valley College [Full-Time Academic Faculty Application](#)**  
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 qualifications for this position.
3. **A résumé** or curriculum vitae.
4. **Transcripts** from **ALL** college work, to include showing degrees conferred, from an accredited institution(s).
  - a. Unofficial transcripts or photocopies will be accepted to establish the application file; however, official transcripts will be required if the candidate is offered the position.
  - b. Any degree from a country other than the United States., including Great Britain and Canada, must be evaluated by a professional evaluation service, and proof of such submitted with application.
5. **At least two signed letters of recommendation; must be dated within the last one to two years.**
  - a. These letters should pertain to professional experience, and are not general "character references." Applicants are encouraged to request more than two letters to ensure that at least two are received prior to application review. No faxed or e-mailed copies will be accepted.

The Antelope Valley Community College District offers an extensive benefits package that includes full-family medical, dental and vision plans, employee life insurance and income protection policies, and eligibility to enroll in the State Teachers' Retirement System.

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



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Office hours: Monday-Thursday (7:30am – 6:00pm)  
Friday (7:30am – 11:30am)

**Faxed or emailed materials cannot be accepted.**

**Unsolicited materials will not be included.**

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.**