



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:** Economics Instructor
SALARY: Salary Schedule FE (currently \$1,186.43 - \$1,282.99 commensurate with education)
Adjunct instructors are hired on a semester basis and are paid per lecture hour equivalent (LHE).
- DEADLINE:** Continuous
(Applications reviewed on an as received and as needed basis)

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

- **Most current Minimum Qualifications for Faculty in California Community Colleges (8th edition):** Master's in economics **OR** Bachelor's in economics **AND** Master's in business, business administration, business management, business education, finance, or political science **OR** equivalent.
- **Academic Senate's approved equivalency: No current equivalency** (AP&P/Senate: July 2008)

AND Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic background 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.

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.

In order to be considered for placement in the adjunct hiring pool, all of the following materials must be provided. 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 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 personal résumé.
3. **Two current signed and dated letters of recommendation from individuals having knowledge of your professional experience.**
4. Transcripts* of all college work that supports and substantiates the requirements of the position. Transcripts must include verification of degrees conferred. 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. **For those disciplines with established Academic Senate's approved equivalency, complete the Supplemental Equivalency Request form, if applicable (attached).**

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.

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

The policy of the District is to encourage applications from ethnic and racial minorities, women, persons with disabilities, and Vietnam-era veterans. No person shall be denied employment because of ethnicity or race, color, sex or gender, gender identity, age, religion, marital status, disability, sexual orientation, national origin, medical conditions, status as a Vietnam-era veteran, ancestry, or political or organizational affiliation.

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.