



RN19-14

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

ANNOUNCEMENT OF ADJUNCT FACULTY POSITION

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

POSITION: Ornamental Horticulture: Agriculture, Park and Landscape Management

SALARY: Salary Schedule E (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 – Open until filled

STARTING DATE: TBD

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

- **Most current Minimum Qualifications for Faculty in California Community Colleges:**
Any bachelor's degree or higher and two years of professional experience, OR any associate degree and six years of professional experience OR equivalency.
- **Antelope Valley College Equivalency:** No Antelope Valley College Equivalency

AND a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students (Assembly Bill 1725; Education Code 87360).

Desirables:

- Ability to teach a variety of courses in the certificate and associates degree programs in Environmental Horticulture and Landscape Construction

Duties:

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

APPLICATION PROCEDURE

To be considered an applicant for an Adjunct Faculty position in the Antelope Valley Community College District, all of the following documents must be submitted no later than 6:00 p.m. Monday through Thursday and 11:30 a.m. on Friday the deadline date.

Required Application Materials:

1. A completed and signed Antelope Valley College [Adjunct Faculty application](#)
2. Resume
3. Transcripts of ALL college work (unofficial or copies accepted to begin file) that supports and substantiates the requirements of the position. Transcripts must include verification of degrees conferred.
4. Two letters of recommendation related to your professional experience (within one year)
5. California Community College Credential, if held (possession of a CCC credential is not required)
6. **For those disciplines with established Academic Senate's approved equivalency; complete the Supplemental Equivalency Request form (if applicant is applying based on an equivalency and is requesting review, a blank form is provided with the application).**

Note: Any degree from a country other than the United States, including Canada and Great Britain, must be evaluated by an evaluation service.

The application must be filled out completely and signed. Do not indicate "See Résumé" on any part of the application. Blank spaces, illegible entries or failure to sign the application may be cause for rejection. The District will not return application materials submitted.

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**

A selection committee will screen applications of candidates meeting minimum requirements. **Meeting minimum requirements does not assure the applicant of an interview.** Selection for an interview will be based on your training and experience as outlined in your application. Applicants selected for interviews will be notified by phone. Applicants should not expect notification of the status of their candidacy until the Board of Trustees has acted upon the district's recommendation for employment.

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

Antelope Valley College offers an extensive benefit package that includes full-family medical, dental, and vision plans and employee life insurance and income protection policies and eligibility to enroll in the Public Employees' Retirement System.

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.