

ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY

De Anza College Accounting Instructor

Job #07-094

Open Until Filled

The Foothill-De Anza Community College District is currently accepting applications for the faculty position of **Accounting Instructor, De Anza College**.

DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:

The principle responsibility of an Accounting Instructor is to teach a variety of college-level accounting courses. Day, evening, on-campus and off-campus assignments may all be a part of this position.

Standard duties expected of all faculty include development and evaluation of curricula, maintaining scheduled office hours, attending department and division meetings, pursuing professional growth activities, and performing other duties consistent with the role of an instructor. Instructors also have the opportunity to serve on District and college committees and participate in campus extra-curricular activities.

MINIMUM QUALIFICATIONS:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Master's degree in accountancy or business administration with accounting concentration **OR** Bachelor's in business with accounting emphasis or business administration with accounting emphasis or economics with an accounting emphasis **AND** Master's in business, business education, taxation, or finance **OR** a Bachelor's degree with a CPA license **OR** the equivalent.

PREFERRED QUALIFICATIONS:

1. Successful industry work experience.
2. Certified Public Accountant (CPA), Certified Management Accountant (CMA), Certified Internal Auditor (CIA) or related professional certification.
3. Experience teaching students of ethnically and culturally diverse backgrounds at the community college, college, or university level.
4. Knowledge of current basic workplace skills for accounting and business professionals (i.e. accounting core competencies, SCANS).

5. Experience in MIS and/or related business software application areas such as Excel, Peachtree, Quickbooks, Great Plains, XBRL, SAP, Oracle, etc.
6. Experience in developing new curricula including interdisciplinary courses.
7. Demonstrated ability to develop and use multiple teaching methods (e.g., computer assisted instruction, multimedia demonstration, lecture-lab and self paced format, and individualized and online instruction) that address retention and success of a diverse, multi-cultural student population and that accommodate a wide variety of learning styles.

In addition, successful candidates will demonstrate the following knowledge and abilities:

1. The ability to use teaching methods that engage students in their own learning, motivate students to develop higher order thinking skills, and ensure consistent and appropriate monitoring of student progress.
2. Knowledge of the full range of commitment and skills needed to ensure student access and success.
3. Ability to demonstrate the knowledge, abilities and skills to teach principles of accounting and intermediate accounting, as well as cost accounting, auditing, or government and non-profit accounting or taxation, without additional substantive training or study.
4. Ability to demonstrate training and/or experience in any of the following: strategic cost management, international finance and accounting, purchasing and materials management, and finance and investments.
5. Ability to demonstrate broad occupational experience (corporate, government, or public accounting) to provide practical accounting applications in the classroom and help shape the direction of the accounting program.
6. Ability to demonstrate experience with computers and applying computer applications to accounting functions, as well as sufficient knowledge to coordinate computerized accounting programs.
7. Ability to remain current in accounting theory, practice and related computer applications as they evolve.

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APPLICATION PACKET:

1. A District application to be completed at www.fhdajobs.net (a paper application is available by visiting www.fhda.edu or by contacting Employment Services).
2. A cover letter, not longer than two pages, addressing your qualifications for this position. Include a separate listing of courses taught in accounting and computer accounting.
3. A current resume of all work experience, formal education and training.
4. A separate document that provides information which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
5. Photocopies of all college transcripts.

Incomplete application packets will not be forwarded to the search committee for review.

Application materials become the property of the District and will not be returned.

SALARY RANGE: \$49,414-\$81,154 annually plus benefits; actual placement is non-negotiable and is based on applicant's verified education and experience.

Excellent benefits package which includes full cost medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long-term disability, retirement benefits and basic life insurance. Faculty are also eligible for paid sabbatical leaves and stipends for educational and professional development.

For information on our benefits package that includes fully paid medical for employees and dependents, visit our web site:
<http://hr.fhda.edu/benefits>

TERMS OF EMPLOYMENT: Full-time, Tenure-track position, 10 months per year.

STARTING DATE: Fall 2007

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

The Foothill-De Anza Community College District does not reimburse applicants for travel, lodging or any other costs incurred by applicant to attend interviews. All interviewing costs incurred will be the responsibility of the applicant.

For more information about our application process contact:

Employment Services
Foothill-De Anza Community College District
12345 El Monte Road
Los Altos Hills, California 94022
(650) 949-6217
Email: employment@fhda.edu
<http://www.fhda.edu>