

ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY

De Anza College

Chinese Mandarin Language Instructor

Job #07-099

Open Until Filled

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

DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:

Teach all levels of Chinese Mandarin college courses. Advise and assist students, and develop strategies that meet the needs of a diverse student population and facilitate student retention and success. Provide for the growth and success of students through careful preparation of course materials, effective teaching methodologies, and informed critical feedback on assignments and in-class discussions. Assist the dean with developing, planning, and scheduling courses for the Chinese Department. Evaluate Chinese language part-time faculty. Assist in the development and revision of curricula in the Chinese department to ensure currency within the discipline and pedagogy, as well as sensitivity to diverse cultural and gender perspectives. Exercise a willingness to work collaboratively to advance the multicultural mission of the division and college. Provide leadership in establishing links with local Chinese language programs in the community and school districts.

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 Chinese Mandarin **OR** Bachelor's degree in Chinese Mandarin **AND** Master's degree in another language or linguistics, **OR** the equivalent.

PREFERRED QUALIFICATIONS:

1. Native or near-native proficiency in Chinese Mandarin.
2. Experience teaching Chinese Mandarin at the post-secondary level to students of ethnically and culturally diverse backgrounds.

3. Demonstrated commitment to a variety of teaching and learning strategies and styles, especially those centered on successful student outcomes.
4. Demonstrated familiarity with and implementation of current learning technologies.
5. Demonstrated leadership in campus and/or community affairs.
6. In-depth knowledge of China and Chinese-speaking cultures.

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 detailing your qualifications, skills and abilities as they relate to the position.
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>

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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>