

Part-Time Faculty Pool Business

JOB NUMBER

PT060

DESCRIPTION:

Teach college level Business courses

MINIMUM QUALIFICATIONS:

Education: Master's degree business, business management, business administration, accountancy, finance, marketing, or business education **OR** Bachelor's in any of the above **AND** Master's degree in economics, personnel management, public administration, or JD or LL.B. degree **OR** Bachelor's degree in economics with a business emphasis **AND** Master's in personnel management, public administration, or JD or LL.B. degree **OR** equivalent.

Ability: 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.

APPLICATION PROCEDURE:

To be considered for this pool, you must submit the following:

1. A completed application form located at www.fhdajobs.net.
(The only form of application accepted)
2. A current resume that details your education and complete work history
3. A cover letter
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. Copies of **all** college transcripts

Please note: If you are unable to attach your transcripts electronically, please have them available when interviewed.

Do not: Submit application, resume, cover letter or transcripts in paper form—they will not be accepted.

APPLICATION DEADLINE:

Foothill-De Anza Community College District is establishing a pool of qualified applicants for Business Instructor. Applications will be accepted continuously until otherwise noted. Applications will remain on file for two years from the date it is received.

SELECTION PROCEDURE:

Applications will be screened by appropriate department representatives on an as-needed basis. Qualified applicants who best meet the needs of the division will be contacted for an interview.

SALARY:

Education and accredited teaching experience determine placement on a non-negotiable part-time faculty salary schedule.