

The District is strongly committed to achieving staff diversity and the principles of equal opportunity employment. The District encourages a diverse pool of applicants and does not discriminate on the basis of race, color, national origin, ancestry, sex, age, religion, marital status, disability, or sexual orientation in any of its policies, procedures or practices. In fact, the college encourages applications from all qualified people.

DUTIES & RESPONSIBILITIES

- Basic assignment will be teaching courses in health, physical education, fitness, wellness, or health education.
- Head coaching assignment will be in the sport of basketball which involves the organization and preparation of men's team to represent Cerritos College in non-conference and South Coast conference games. Duties also include participation in the Athletic Department as a member of the coaching staff.
- Participation in the Learning Assistance Program and facilitate academic advising for student athletes.
- Regular classroom assignment consists of 15 teaching units per week. Assignment may include evening and/or weekend classes. Participation in all full-time faculty responsibilities, including faculty meetings, committee assignments, advisory committees, and student activities. Responsibilities will include, but not be limited to, the following: teach all scheduled classes unless excused under provisions of Board Policy; maintain and follow the approved course outline for each assigned course; keep accurate records of student enrollment, attendance, and scholastic progress; submit to the Division Instructional Dean, upon request, copies of all tests given during the semester; attend meetings pertinent to faculty responsibilities or assignments including committee meetings; follow the administrative regulations as they appear in the Faculty Handbook; post and maintain scheduled office hours; assist in budget preparation and inventory; assist in revision and explanation of the department curriculum.

QUALIFICATIONS

Required:

- Master's degree in physical education, exercise science, education with emphasis in physical education, kinesiology, physiology of exercise, or adaptive physical education; **OR** Bachelor's degree in any of the above **AND** Master's degree in any life science, dance, physiology, health education, recreation administration, or physical therapy; **OR** the equivalent; **OR** Master's degree in health science, health education, biology, nursing, physical education, dietetics, or nutrition **OR** Bachelor's degree in any of the above **AND** Master's in public health, or any biological science **OR** the equivalent. (All qualifying educational degrees/training must be from accredited colleges and/or universities.)
- Understanding of and sensitivity and commitment to meeting the needs of the diverse academic, socioeconomic, cultural, disability, and ethnic background of the student/community population.
- Commitment to community college objectives of providing instruction for students whose abilities and interests cover a wide range.

Preferred:

- Minimum of three years coaching basketball; **OR** demonstrated knowledge of the sport which exhibits a level of expertise necessary to successfully prepare and coach teams at the intercollegiate level.
- Commitment to collegiate athletics and basketball to provide a program that will encourage students to reach their full potential.
- Teaching experience at the college level in the areas of health, physical education, fitness, wellness, or health education.
- Demonstrated ability in recruitment, fundraising, and computer literacy.

SALARY/FRINGE BENEFITS

- Salary is commensurate with education and experience. Salary rate is: \$53,072.00-\$81,494.00/annual. (Salary schedule is available upon request.) Plus annual coaching stipend.
- Health and welfare benefits include District paid medical/dental/vision benefits and employee life insurance (\$50,000). (Cash in lieu option available on medical insurance.)
- Participation in the State Teachers' Retirement System.

CONDITIONS OF EMPLOYMENT

- Contract will be for 10 school months for the academic year beginning Fall Semester 2010.
- Participation in a pre-service orientation and/or in-service program during the first and second years is required.
- Individuals hired shall be required to obtain fingerprints for a criminal history clearance through the State Department of Justice and remit the required fee for processing the fingerprints.
- Individuals who are offered employment will be required to produce an original Social Security card and official transcripts before they are hired.

APPLICATION PROCEDURE

Interested applicants must submit:

- Letter of application indicating how you meet each of the required qualifications for this position to include, but not be limited to, information on the following:
 - Contributions to the profession
 - Related experience/accomplishments
 - Professional/personal development (Workshops, Diversity Sensitivity Training, etc.)
- Completed District application form.
- Résumé of educational background and experience.
- Copies of all transcript(s) (need not be official) verifying all educational degree(s) and/or coursework required for the position.
- Confidential placement file and/or letter(s) of recommendation addressing recent pertinent experience.

ALL ABOVE MATERIALS ARE TO BE SUBMITTED TO THE FOLLOWING ADDRESS:

HUMAN RESOURCES
CERRITOS COLLEGE
11110 ALONDRA BLVD
NORWALK, CA 90650-6298

APPLICATION DEADLINE

This position is open until filled, but the priority date for receipt of application materials to be considered in the initial selection committee review is **4:30 PM on MARCH 12, 2010**. The position may close for consideration of application materials on the above priority date or any time thereafter, and interested persons are encouraged to submit their application and supporting materials so that they are received not later than **4:30 PM on MARCH 12, 2010**. It is the applicant's responsibility to ensure that all application materials are received. Applicants who need special services or facilities due to disability in order to apply or interview for this position must notify Human Resources at least 72 hours before the priority closing date or the date(s) of interview.

SELECTION PROCEDURE

Following the closing date, application materials will be evaluated by a selection committee. Candidates selected for further consideration will be limited to those applicants in the competitive group who best meet the qualifications for the position. Interviews will then be conducted by the selection committee, and finalists will be recommended for further consideration by the President/Superintendent for final selection and recommendation for employment. The selection process may also include practical exercises (i.e., teaching demonstration and/or other written, technical, manipulative, or simulation exercises) to evaluate candidates' qualifications.

For application/additional information:

Telephone: (562) 860-2451 x2284

Web Site: <http://www.cerritos.edu>

Human Resources Hours:

8:00 AM - 4:30 PM (Monday through Friday)

Cerritos College employs only individuals lawfully authorized to work in the United States. Cerritos College does not provide sponsorship for changes in immigration status for the purpose of employment in the United States. Offers of employment are contingent upon presentation of documents verifying the appointee's identity and eligibility to work and completion of the required I-9 Form in accordance with the provisions of the Immigration Reform and Control Act of 1986 (Public Law 99-603).

CERRITOS COLLEGE
11110 ALONDRA BLVD
NORWALK, CA 90650-6298

Cerritos College

Human Resources

FULL-TIME INSTRUCTOR OPPORTUNITY

(TENURE TRACK POSITION)



PHYSICAL EDUCATION OR HEALTH/HEAD MEN'S BASKETBALL COACH

Equal Opportunity Employer

1/27/10

Effective:
2010-2011 Academic Year