**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 MAY 9, 2011**. 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 MAY 9, 2011**. 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 prior to 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. The selection committee will conduct interviews, including a teaching demonstration, 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., 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)
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.

PROFILE
The generic Associate Degree Nursing Program’s main focus is to produce graduate nurses who are skilled in medical-surgical nursing with beginning skills in obstetric/pediatric, psychiatric, and community-based nursing. Faculty members will be assigned to teach in a medical-surgical rotation and other specialty areas.

The Cerritos College Nursing Program is approved by the California Board of Registered Nursing and accredited by the National League for Nursing Accrediting Commission.

The Nursing Program is part of the Health Occupations Division. There are 10 full-time and approximately 25 part-time faculty in the program. The program graduates 100 nurses per year approximately.

DUTIES & RESPONSIBILITIES
A description of faculty duties and responsibilities may be found in Board Policy and Administrative Procedure 4005 (www.cerritos.edu/board).

QUALIFICATIONS
Required:
- Master’s degree in nursing OR Bachelor’s in nursing AND Master’s in health education or health science OR the equivalent OR the minimum qualifications as set by the Board of Registered Nursing, whichever is higher. (All qualifying educational degrees/training must be from accredited colleges and/or universities.)
- Eligibility for California State Registered Nurse license (employment is contingent on obtaining this license).
- Minimum of two years of Registered Nursing Experience in Medical-Surgical, Psychiatric, or Obstetric/Pediatric Nursing.
- Experience must have been within the past five years.
- Understanding, sensitivity, and commitment to meeting the needs of the diverse academic, socioeconomic, cultural, disabled, 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 one year of RN experience in a second specialized area (e.g. psychiatric, obstetric/pediatric, or medical-surgical).
- Teaching experience.

SALARY/FRINGE BENEFITS
- Salary is commensurate with education and experience. Salary rate is: $53,072.00-$81,494.00/annual.
- Health and welfare benefits include District contribution for 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 2011.
- Participation in a pre-service orientation and/or probationary in-service training is required.
- Individuals who are offered employment 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, submit official transcripts, produce an original social security card, and submit negative TB test results (must be within the past four years) 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. A foreign transcript must be evaluated by a NACES Certified agency. The website is www.naces.org.
- 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