BIOLOGY INSTRUCTOR (General Biology)
Closing Date: Tuesday, February 5, 2013

POSITION AVAILABLE:
One full-time (10 months per year), tenure-track faculty position, beginning August 2013. The position is based in the Department of Biological Sciences. To view the Biological Sciences Department website, go to http://www.miracosta.edu/Instruction/Biology. The standard work week for this position is forty (40) hours. The standard instructional work week shall consist of thirty (30) hours of instructional time, curriculum development, preparation and student evaluation. The remaining time will consist of five (5) hours of student engagement (of which two (2) hours must be designated office hours), and five (5) hours of departmental activities and collegial governance. The person selected for this position will be subject to assignment to any district facility during any hours of operation.

REPRESENTATIVE DUTIES:
(E = essential job function)

Duties and responsibilities may include, but are not limited to, the following:

1. Provide instruction in one or more areas of the biology program, primarily in the area of general biology. ***(E)***

2. Participate in departmental functions such as hiring, supervising, and evaluating instructors teaching biology courses.

3. Act as lead instructor for the general biology course sections (Bio 100, 101, & Bio 101L), coordinating curriculum and mentoring associate faculty. ***(E)***

4. Maintain currency of curriculum for courses the individual teaches and develop new biology curricula, as appropriate. ***(E)***

5. Participate in the development, assessment and evaluation of student learning outcomes (SLOs). ***(E)***

6. Assist in recruiting and promoting the biology program, such as participation in college-sponsored events, student clubs, and educational outreach.

7. Participate in college-wide committee work and collegial governance. ***(E)***

8. Maintain currency in areas appropriate to the position.

Adherence to all District policies and procedures is expected.

MINIMUM QUALIFICATIONS:
To be eligible for this position, you must meet and provide evidence of the following minimum qualifications:

1. a Master's degree in any biological science; **OR**

2. a Bachelor's degree in any biological science AND a Master's degree in biochemistry, biophysics or marine science; **OR**

3. a valid California teaching credential authorizing biology instruction in a community college; **OR**

4. the equivalent. View the equivalency instructions and guidelines at http://www.miracosta.edu/administrative/hr/downloads/Equivalency.pdf ; **AND**

5. sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

All degrees and units used to satisfy the minimum qualifications must be from postsecondary institutions accredited by an accreditation agency recognized by either the U.S. Department of Education or the Council on Postsecondary Accreditation.

DESIRABLE QUALIFICATIONS:
The college seeks candidates who have achieved the highest level of professional excellence, demonstrated by:

1. strong academic preparation in biology (at molecular, cellular, and/or organismal levels);

2. demonstrated skill in teaching at the college level and in the development of investigative laboratory exercises in biology;

3. demonstrated skill in teaching at the college level in physiology and/or cellular/molecular biology;

4. skillful and appropriate use of technology, including computer-based instructional media, in an academic setting;

5. experience or interest in online teaching;

6. ability to communicate effectively both in oral and written discourse;

7. post-graduate research experience;

8. commitment to the community college objective of providing lower division instruction for students of diverse abilities, interests, and cultural backgrounds.

APPLICATION PROCEDURE:
Apply and submit application materials through MiraCosta College's online application system at https://jobs.miracosta.edu. Once you are in the system, we strongly advise you to read the FAQ (Frequently Asked Questions) and the information on “How to Apply” before starting the application process.

In order to be considered for this position, you must submit the following:

1. Academic application.

2. A cover letter addressed to the “Selection Committee” describing how you meet the minimum and desirable qualifications, and relating experiences with culturally and educationally diverse students, a statement of your teaching philosophy, and other qualifications not evident in your resume/curriculum vitae.

3. A current resume or curriculum vitae summarizing your educational background and experience.

4a. Transcripts of ALL college coursework; unofficial, legible copies are acceptable but must indicate that the degree(s) has been conferred, if applicable.

If your qualifying degree is in progress but will be conferred *BEFORE* the position begins in August 2013, you must also include a written statement from your advisor indicating the anticipated degree CONFERRAL date.

If your degree(s) is from a college or university outside of the United States, you must submit a detailed evaluation from a professional evaluation agency.

4b. If needed to meet the minimum qualifications, a copy (front and back) of your California teaching credential authorizing biology instruction in a community college.

4c. If you do not possess the exact degrees listed above or if your qualifying degree will not be awarded before the position begins, please submit an equivalency narrative and supporting documentation. (View the instructions for equivalency requests at http://www.miracosta.edu/administrative/hr/downloads/Equivalency.pdf)

5. Three recent letters of professional recommendation (letters need not be confidential) or an up-to-date placement file from your college/university.

6. One sample syllabus and one sample exam.

7. List of science courses taught at the college level. (Please attach as "Other Document.")

8. Copies of student evaluations, if possible.

Note: Please do not submit materials other than those requested above. The committee will not consider them.

Individuals with qualified disabilities who need accommodation with any aspect of the application and/or interview process should contact Human Resources at 760.795.6854 at least five days prior to the closing date.

The selection committee will review application materials two to five weeks following the closing date. Applicants selected for interview will be contacted by phone; those not selected will be notified by e-mail. For interviewees, the selection process will include a panel interview, as well as possible teaching demonstration and written exercise. Interviewees will cover expenses for their first trip to the campus.

MiraCosta College is an Equal Opportunity Employer and is committed to providing an educational environment which affirms and supports diversity in its faculty, staff, and administration, and promoting an environment of inclusion.

Emotional Effort of the Position:
Ability to develop and maintain effective working relationships involving interactions and communications personally, by phone and in writing with a variety of individuals and/or groups of individuals from diverse backgrounds on a regular, on-going basis; ability to concentrate on detailed tasks for extended periods of time and/or intermittently while attending to other responsibilities; ability to work effectively under pressure on multiple tasks concurrently while meeting established deadlines and changing priorities.

Working Conditions of the Position:
Primarily works in a classroom environment, office, or instructional lab; constant contact with students; subject to frequent interruptions by individuals in person or by telephone; intermittent exposure to individuals acting in a disagreeable manner; may work at any district location or authorized facility during day and/or evening hours; occasional local travel may be requested.

Physical Effort of the Position:
Primarily sedentary with intermittent to frequent standing and walking; intermittent bending and stooping; occasional light lifting, carrying, pulling and/or pushing of objects weighing 25 pounds or less; ability to work at a computer, including repetitive use of computer keyboard, mouse or other control devices; ability to travel to a variety of locations on and off campus as needed to conduct district business.

Offer of Employment:
An offer of employment to the person selected for this position is contingent upon 1) successful completion of a pre-placement physical exam at district expense, 2) tuberculosis clearance, 3) proof of eligibility to work in the United States, and 4) fingerprint clearance.

Salary Policy and Fringe Benefits:
Upon initial employment, full-time faculty members are placed on the salary schedule based on education and years of experience. The maximum initial placement for experience is Step 10. Faculty members are encouraged to continue their professional development through additional study, qualifying them for advancement on the salary schedule.

For current salary schedule and information on salary placement, see our web pages at http://www.miracosta.edu/administrative/hr/downloads/Academic%20Salary%20Schedule%2011_13.pdf

MiraCosta offers a comprehensive package of benefits, which includes employee and dependent medical, dental, and vision coverage; employee life insurance; and optional coverage such as accident insurance, and short-term and long-term disability coverage. Faculty members are also covered under the California State Teachers' Retirement System.

Mission Statement and Institutional Goals
The MiraCosta Community College District mission is to provide educational opportunities and student-support services to a diverse population of learners with a focus on their success. MiraCosta offers associate degrees, university-transfer courses, career-and-technical education, certificate programs, basic-skills education, and lifelong-learning opportunities that strengthen the economic, cultural, social, and educational well-being of the communities it serves.

Goal I. MiraCosta Community College District will become a vanguard educational institution committed to innovation and researched best practices, broad access to higher education, and environmental sustainability.

Goal II. MiraCosta Community College District will become the institution where each student has a high probability of achieving academic success.

Goal III. MiraCosta Community College District will institutionalize effective planning processes through the systematic use of data to make decisions.

Goal IV. MiraCosta Community College District will demonstrate high standards of stewardship and fiscal prudence.

Goal V. MiraCosta Community College District will be a conscientious community partner.

The District, Staff, and Students

The MiraCosta Community College District is one of California's 112 public community colleges. The district includes the communities of Oceanside, Carlsbad, Encinitas, Cardiff, Olivenhain, Leucadia, Solana Beach, Rancho Santa Fe, Del Mar, and parts of Carmel Valley. The single college district is governed by a seven-member Board of Trustees who are elected at large from each of the district's seven communities.

MiraCosta offers associate degrees, university-transfer courses, career-and-technical education, certificate programs, basic-skills education, and lifelong-learning opportunities.

The college's fee-based Community Education program provides a wide variety of classes, workshops, and excursions. Tuition-free, noncredit classes also present a variety of learning opportunities at the Community Learning Center and throughout the community.

MiraCosta College partners with the North San Diego Small Business Development Center, which provides service to all of North San Diego and Imperial Counties.

MiraCosta College employs 178 full-time faculty, 259 regular classified staff, and 15 academic administrators. An additional 500 associate faculty teach in the credit and noncredit programs, and about 150 educators or contract staff provide community service activities. MiraCosta students are diverse, including representation from all of California's major racial/ethnic groups and ages. Diversity is also evidenced by student-veterans, reentry students, individuals with disabilities, and international students. The district boasts a long history of commitment to collegiality, civility, and mutual respect.

The Sites

The district consists of three campus sites and a robust online education program.
The Oceanside Campus, serving about 12,000 credit students, has been located since 1964 on a panoramic 121-acre hilltop site with views of the ocean and mountains.

The San Elijo Campus is located in Cardiff, 17 miles south of Oceanside, on 48 acres below the bluffs overlooking the San Elijo Lagoon Reserve. The San Elijo Campus opened in September 1988, and now attracts about 3,000 credit students.

The Community Learning Center in downtown Oceanside hosts about 4,000 students in the college's noncredit classes including English as a Second Language, the Adult High School Diploma Program, and other tuition-free, noncredit classes as well as some college credit classes.

Accreditation

MiraCosta College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Boulevard, Suite 204, Novato, CA 94949, 415.506.0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education and approved by the California State Department of Education Office of Private Post-Secondary Education for training veterans and other eligible persons under the provisions of the GI Bill. The University of California, California State Universities, and private universities of high rank give credit for transfer courses completed at MiraCosta College.

MiraCosta College is approved by the following: Association of Surgical Technologists, California Board of Registered Nursing, California State Colleges and Universities, California State Department of Education, Commission on Peace Officer Standards and Training, National

Certification Board for Therapeutic Massage and Bodywork, State Board of Vocational Nurse and Psychiatric Technician Examiners, University of California.

The Area

Situated between San Diego and Los Angeles, MiraCosta College benefits from multicultural influences and cultural opportunities. Interstate 5, Amtrak, and Carlsbad regional airport provide easy access to either metropolis and to Mexico. The district, which extends 25 miles along the Pacific Ocean from Camp Pendleton Marine Corps Base to the city of San Diego, attracts diverse ethnic and socioeconomic populations who live in urban and suburban communities. The intellectual environment is enhanced by the college's proximity to the University of California San Diego, California State University San Marcos and other institutions of higher education. Along with numerous theaters, galleries, and museums, residents enjoy a moderate year-round climate, which provides many opportunities for outdoor activities.

As per the Clery Act of 1998, the campus security report can be found at
http://www.miracosta.edu/studentservices/police/downloads/safety_report.pdf

MiraCosta College
1 Barnard Drive
Oceanside CA 92056
jobs@miracosta.edu
760.795.6854.