



**TAFT COLLEGE**

WEST KERN COMMUNITY COLLEGE DISTRICT

Human Resources

29 Cougar Court

Taft, CA 93268

661-763-7805

[www.taftcollege.edu](http://www.taftcollege.edu)

## Academic Employment Opportunity

Application Deadline: Open until filled, priority consideration date of Friday, March 16, 2018 @ 4:00 p.m.

### ***Speech Associate Professor***

Full-time, tenure-track, 10-month (175 days) academic position. Starting salary range is \$48,817.00 - \$83,314.00 per year. The District-provided health and welfare benefits, valued at 19,530.96 annually for 2017-18, include medical, dental and vision for the employee and dependents and life insurance for the employee.

*Taft College believes in a close relationship among students, faculty, staff and the community. The College is strongly committed to achieving staff diversity and has made a commitment to the principles of equal opportunity. The College 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, practices or procedures. The College encourages applications from all qualified applicants.*

#### **GENERAL INFORMATION**

Taft College is a single-campus district in Kern County. Taft is located in the foothills at the southwestern edge of the San Joaquin Valley just 35 minutes west of Bakersfield, two hours north of Los Angeles and two hours from California's central coast. The Taft area is home to 18,000 residents and numerous companies who enjoy friendly neighbors, temperate climates and bustling economy. Cultural and recreational opportunities include the West Kern Oil Museum, Carrizo Plain National Monument, Tule Elk State Reserve and the Buena Vista Aquatic area. Residents enjoy a reasonable cost of living along with affordable housing and good schools.

The College is a designated Hispanic Serving Institution (HSI) with unique programs in Energy Technology, Engineering, Dental Hygiene and STEM-related disciplines. Taft College's Full Time Equivalent Students are over 2,600 with an average class size of 20. The District has a diverse student body that is 55.9% Hispanic, 31.6% White, 6.2% Black, 2.2% Mixed Race, 1.7% Asian, 1.1% Filipino, 0.7% Native American, 0.4% Unknown and 0.3% Pacific Islander.

The College has 61 full-time faculty, 78 adjunct faculty, 138 classified staff, 24 classified administrators and 7 certificated administrators.

#### **REPRESENTATIVE DUTIES**

- Deliver instruction of the College speech (and related) courses
- Participate in division meetings and serve on the College committees
- Be available to students for five (5) hours per week of scheduled office hour time
- Implement and evaluate program materials and curriculum, including but not limited to, developing and updating course outlines of record, student learning outcomes, course and program curriculum processes
- Complete reports, schedules and grades within established guidelines;
- Work collaboratively across disciplines and the College campus community

#### **Equal Employment Opportunity**

The West Kern Community College District is committed to the principles of equal employment opportunity and will implement a comprehensive program to put those principles into practice. It is the District's policy to ensure that all qualified applicants for employment and employees have full and equal access to employment opportunities and are not subjected to discrimination in any program or activity of the District on the basis of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. The District will strive to achieve a workforce that is welcoming to men, women, persons with disabilities, and individuals from all ethnic and other groups to ensure the District provides an inclusive educational and employment environment. Such an environment fosters cooperation, acceptance, democracy, and free expression of ideas.

**Application materials are available in the HR Department, on the TC website under Jobs and EdJoin.**

**Website:**

[www.taftcollege.edu](http://www.taftcollege.edu)

[www.edjoin.org](http://www.edjoin.org)

**Human Resources Department**

**Hours:**

Monday – Friday

8:00 a.m. – 4:30 p.m.

## **REPRESENTATIVE DUTIES, continued**

- Work across departments and with other institutions of education to enhance the transition of student to Taft College and the transfer of students to institutions of higher learning
- Work as part of a team across disciplines and divisions
- Coordinate, develop and implement instructional activities and/or program
- Meet and counsel students as needed
- Participate in meetings and discussions with college personnel, business/industry and community partners
- Provide other duties as assigned

## **MINIMUM QUALIFICATIONS**

1. Masters degree in Speech, Speech Broadcasting, Telecommunications, Rhetoric, Communication, Communication Studies, Speech Communication or Organizational Communication, or
2. A Bachelor's degree in any of the above AND a Master's in Drama/Theater Arts, Mass Communication or English, or
3. The equivalent, and
4. Demonstrated sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students and the campus community.

*NOTE: Applicants who claim equivalent qualifications shall provide conclusive evidence that they possess qualifications that are at least equivalent to those required by the minimum qualifications of the area for which they are applying. It is the responsibility of the applicant to supply all evidence and documentation for the claim of equivalency at the time of the application.*

## **DESIRABLE QUALIFICATIONS**

- Previous teaching experience in a college environment
- Previous experience in curriculum development

## **FOREIGN TRANSCRIPTS**

Transcripts issued outside the United States of America require a course-by-course analysis with an equivalency statement from a certified transcript evaluation service verifying the degree equivalency to that of an accredited institution within the USA. For information on transcript evaluation services, please visit:

<http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>

## **ANTICIPATED START DATE**

The assigned work year is 10-month (175 days) per academic year. The typical assignment will include 15 units plus 5 office hours per week per semester.

## **ANTICIPATED STARTING COMPENSATION**

Based upon the 2017-18 10-month (175 days) academic salary schedule, the starting salary schedule range is \$48,817.00 - \$83,314.00 per year. The successful applicant will be offered a starting salary within this range commensurate with qualifications and experience. An annual doctoral stipend of \$3,679.29 is included in addition to the salary when appropriate.

## **FRINGE BENEFITS**

The College provides excellent coverage in health, dental, vision and life insurance for the employee, spouse and dependents. The District and the employee contribute to the State Teachers Retirement System or the California Public Employees Retirement System. Additional types of insurance may be purchased with pre-tax dollars through the IRS 125 flexible benefit program.

## CONDITIONS OF EMPLOYMENT

Employment with Taft College is not complete or official until applicants meet all pre-employment requirements. Candidates with foreign degrees must provide official certification of equivalency to U.S. degrees by a recognized U.S. credential evaluation service. Offers of employment are contingent upon Board of Trustees approval. All new employees are required to submit official transcripts, proof of freedom from tuberculosis, and proof of eligibility to work in the United States. Employees must sign an Oath of Office and submit fingerprints for CA Department of Justice clearance. Possess a current CA driver license. Taft College reserves the right to modify or rescind this job announcement at any time.

## APPLICATION DEADLINE

To be assured full consideration, complete application packets should be in the Human Resources Department by **4:00 p.m. on Friday, March 16, 2018**. Application materials must be mailed, hand delivered, or e-mailed. Application packets that are complete at that time will be forwarded to the screening committee. Incomplete applications may not be reviewed.

## APPLICATION PROCESS

To be considered for review, applicants must submit the following application materials:

- 1) A Taft College academic application or an EdJOIN online academic application. Complete all sections; stating "See letter and/or resume" is not acceptable.
- 2) A letter of application that describes why you are interested in the position and how your breadth of experience has prepared you for this position.
- 3) A current resume.
- 4) A written statement of your teaching philosophy.
- 5) Copies of transcripts or list of pertinent course work and grades.
- 6) Three (3) letters of recommendation current within the last three (3) years that address your professional and interpersonal skills.

Application forms may be obtained from [www.taftcollege.edu](http://www.taftcollege.edu)

Academic online application submission: [www.edjoin.org](http://www.edjoin.org)

Send all application materials to: Taft College Human Resources Department  
29 Cougar Court  
Taft, CA 93268  
Telephone: 661-763-7805  
Email: [tjobs@taftcollege.edu](mailto:tjobs@taftcollege.edu)

Current employees must provide documentation and materials in the same manner and degree of detail as any other applicant.

## INTERVIEW

A candidate selected for an interview will be required to visit Taft College at his/her own expense upon a date selected by the District. Meeting the minimum qualifications does not guarantee an interview.

## MISSION STATEMENT

Taft College is committed to creating a community of learners by enriching the lives of all students we serve through career technical education, transfer programs, foundational programs, and student support services. Taft College provides an equitable environment defined by applied knowledge leading to students' achievement of their educational goals.

*Applicants who are protected under the Americans with Disabilities Act and who, are due to a Disability, require accommodations for completing the application process, testing, (if required for the position), or the interview, should notify the Human Resources Department 10 working days before the accommodation is required.*