

**MATHEMATICS INSTRUCTOR/PETALUMA CAMPUS**  
**Santa Rosa Junior College**

**Opening Date/Time:** Wed. 12/06/17 12:00 AM Pacific Time

**Closing Date/Time:** 02/01/18

**Salary:** \$64,971.00 - \$89,833.00 Annually

**Job Type:** Full-Time

**Location:** SRJC Petaluma Campus: 680 Sonoma Mountain Parkway, Petaluma, California

**Department:** Mathematics

**FILING DEADLINE: Thursday, February 1, 2018**

**It is the candidate's responsibility to be sure that ALL required materials are submitted by 5:00 p.m. on the filing deadline to be given consideration.**

**COMPENSATION AND BENEFITS:**

- **Salary Range:** \$64,971 - \$89,833 (2017/18 Faculty Salary Schedule); teaching experience, other related professional experience, and academic degrees determine salary placement on a schedule that is competitive with other California Community Colleges.
- **Fringe Benefits:** The District offers a competitive benefit package which includes health & welfare (medical/dental/vision/life/long-term disability) benefits for employees and eligible dependents.
- **Housing Assistance:** Reduced fees for mortgage loans and real estate services may be available to the candidate selected for this position (contact Human Resources for more information).

**GENERAL DESCRIPTION:**

Santa Rosa Junior College is seeking individuals committed to student success to join an outstanding team of faculty to provide high quality instruction and services to our district. This position will begin Fall Semester 2018 and will be located at the Petaluma Campus. Appointments are contingent upon funding and Board approval.

**DEPARTMENT DESCRIPTION:**

The Mathematics Department of Santa Rosa Junior College is highly committed to student equity and success. The successful faculty candidate will demonstrate the skills and ability to create a learning environment that provides structure and support for our diverse student population within an environment of academic integrity. The Mathematics Department faculty are a dynamic, diverse, and collegial group of individuals who have great enthusiasm for the teaching and learning of mathematics. All

of the 27 full-time and many part-time instructors are involved in community activities that support mathematics education and are also active members of various mathematics organizations. Department resources include administrative office assistance, a mathematics computer laboratory, and a college tutorial center.

### **PETALUMA CAMPUS DESCRIPTION:**

The SRJC Petaluma Campus currently enrolls nearly 6,000 students in credit and non-credit courses. Each semester, approximately 350 course sections in nearly 60 disciplines are offered, including many majors and certificates as well as courses necessary for transfer to UC, CSU, or to complete SRJC's local AA/AS degrees. SRJC has been offering courses in the Petaluma area for over 50 years; in 1995 permanent facilities on the current 40 acre site were completed. In 2008, SRJC tripled the square footage of the campus with an extensive expansion and remodel project. Among the new facilities are life sciences labs, a second art studio, physical science labs, a 35,000 square foot library, a physical fitness center, a bookstore, student services and support areas (including student health services, student life and leadership, admissions and records, counseling, disabled student services, tutorial center, and career/transfer center), expanded dining space, classrooms/technology labs, faculty/administrative offices, digital media lab, and a 256-seat auditorium with some of the best media technology in the District. The campus offers state-of-the-art technology throughout, including a wireless network, fully mediated instructional facilities, and video-conferencing capabilities. Other unique features of the Petaluma Campus include the Capri Creek restoration project, community and permaculture gardens, sustainable design, and an accessible pedestrian and bike trail system with a route that extends around the perimeter of the campus and continues throughout the city of Petaluma. Some of the unique program offerings on the Petaluma Campus are the fall and spring Cinema Series, annual LumaFest community education fair and open house, Veterinary Technology certificate, Digital Media certificate, Water Utility Operations certificates, CISCO Networking certification in CCNA, IT Support certificate, and Fitness, Nutrition and Health certificate. The campus is also host to SRJC's Gateway to College Academy, a middle college program for students earning college credits while working towards a high school diploma; a bustling Intercultural Center; and several learning communities. SRJC Petaluma has more than 40 full-time faculty and 150 adjunct faculty members who enjoy interdisciplinary collaborations with their colleagues. Our faculty fully utilize the campus as an indoor/outdoor learning environment. SRJC Petaluma offers students a full complement of Student Services with a mission to "Welcome, guide, and engage" students. This beautiful campus is located only 35 miles north of San Francisco.

### **Examples of Duties:**

**POSITION DESCRIPTION:** The emphasis of this position is the teaching of mathematics courses ranging from elementary algebra through linear algebra, differential equations, and statistics to a diverse student population with diverse learning styles. Teaching responsibilities include approximately 15 hours per week of instruction, plus office hours

for student counseling and contact. In addition to teaching responsibilities, this position requires involvement in departmental and campus-wide committees.

SRJC offers courses at the Santa Rosa and Petaluma Campuses, at the Southwest Center, and in online formats as well. Please note that the District reserves the right of assignment to any location, and that assignments could involve any combination of day, evening, or online classes with mandatory weekly student consultation time. Instructors assume responsibility for maintaining currency in the field and for updating existing courses and developing new curricula and participating in the assessment of student learning outcomes.

### **Minimum Qualifications:**

**Required Education:** Master's Degree in Mathematics or Applied Mathematics; OR Bachelor's in either of the above and Master's Degree in Statistics, Physics, or Mathematics Education; OR the equivalent; OR possession of a fully satisfied (Life) California Community College Instructor's Credential in Mathematics.

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

**If you do not possess the minimum qualifications exactly as stated above, you must file for equivalency. If claiming equivalency, applicants are responsible for documenting all course work, degree programs and related professional experience at time of application.**

### **Preferred:**

- Master's Degree in Mathematics
- Experience and success in teaching the full range of community college mathematics courses from elementary algebra through differential equations and linear algebra
- Ability to convey a sense of enthusiasm and excitement about mathematics and teaching
- Commitment to professional growth and involvement
- Demonstrated success in applying innovative instructional techniques

### **Supplemental Information:**

## **APPLICATION PROCEDURES**

In order to be given priority consideration for this recruitment, applicants must submit the following documents by the filing deadline (**Note: please send any and all attachments as PDF documents**):

- A completed Santa Rosa Junior College Employment Application and responses to Agency-wide Questions. **Please note that contact information is required for a minimum of three references.**

- If you do not meet the minimum qualifications exactly as stated, you must complete and attach the Equivalency Application to your Employment Application. If applicable, Equivalency Application is available at <https://hr.santarosa.edu/sites/hr.santarosa.edu/files/FacEquivApp.pdf>.
  - A cover letter explaining your interest in the position, including how you meet the requirements and are qualified to perform the duties as listed in the "Position Description" section of this announcement.
  - Current Resume.
  - **Transcripts of all college level course work. Unofficial copies (both sides) are acceptable if the unofficial document includes a seal, watermark or other proof that the document was provided by an educational institution, but Official transcripts must be submitted prior to hiring. If transcripts are from an institution outside of the United States, applicants must provide a formal evaluation of their foreign degree(s) at the time of application. Contact the Human Resources Department for more information.**
  - If applicable, copy of fully satisfied (Life) California Community College Instructor's Credential in Mathematics (both sides).
  - A course syllabus that includes class grading policies, procedures, and other vital information for a college-level mathematics course. **(Please attach to your online application).**
  - A one-hour pre-calculus exam covering only the topics of trigonometric equations and inverse trigonometric functions in equal amounts. **(Please attach to your online application.)**
- If the information for #7 and #8 are not included with your application at the time of submission, your application will be considered incomplete.**

#### **PLEASE SUBMIT ONLY MATERIALS REQUESTED.**

Following the filing deadline, applications which are complete for screening will be reviewed by a screening committee. Approximately 2-3 weeks later, Human Resources will notify you whether or not you have been selected for an interview. Those applicants most suitably qualified for the position/pool will be invited to interview with a Screening Committee. The Screening Committee may include representatives from the Faculty, the Administration, the Classified Staff, the Associated Students, and the Board of Trustees.

If you are in need of special services or facilities due to a disability in order to apply or interview for this opening, please contact the Human Resources Department.

Our vision, mission statement, and values can be viewed at:

<https://strategic-planning.santarosa.edu/vision-mission-and-values>

#### **MORE ABOUT SRJC HUMAN RESOURCES**

PHYSICAL ADDRESS: 1988 Armory Drive

MAILING ADDRESS: 1501 Mendocino Avenue, Santa Rosa, CA 95401  
PHONE: (707) 527-4954  
FAX: (707) 527-4967  
EMAIL: [bhodenfield@santarosa.edu](mailto:bhodenfield@santarosa.edu)

The office is located in the Button Building on the college campus and is open from 8:00 a.m. to 5:00 p.m., Monday through Friday. All documents included in your online employment application become the property of the District. Your employment application for this opening will not automatically be considered for future.

### **Campus Security Policy and Campus Crime Statistics Act (Jeanne Clery Disclosure)**

Sonoma County Junior College District's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Sonoma County Junior College District; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. You can read or obtain a full copy of this report by going to <http://www.santarosa.edu/police>. Paper copies of the full report are available upon request by contacting Police Department Records at (707) 527-4963 or by coming to the Sonoma County Junior College District Police Department located at 2032 Armory Drive, Pedroncelli Center, Santa Rosa Campus.

### **Equal Employment Opportunity**

SRJC attracts and retains the most qualified faculty and staff from diverse backgrounds. This is achieved through an inclusive recruitment strategy and a rigorous, thorough hiring process that begins with the fair and consistent evaluation of each application for minimum qualifications and demonstrated skills specific to each position/assignment. Because the ability to serve students from broad cultural heritages, socioeconomic backgrounds and genders is a key commitment of the District mission, SRJC actively encourages applications from candidates who recognize the value that diversity brings to a professional educational community.

The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities--including but not limited to academic admissions, financial aid, educational services and athletics--and application for District employment.

The Sonoma County Junior College District is an Equal Opportunity Employer.

To apply, please visit: <http://apptrkr.com/1136551>