

**Contra Costa
Community
College District**

pathways to success

Contra Costa College
Diablo Valley College Los Medanos College

NURSING ASSISTANT PROFESSOR (FUNDAMENTALS; OBSTETRICS; MEDICAL- SURGICAL)

Division: Mathematics & Sciences
Los Medanos College

Last Day to Apply: October 18, 2013 by 4:00 p.m.

JOB OPPORTUNITY ANNOUNCEMENT

Los Medanos College located in Pittsburg, California is accepting applications for a full-time, tenure track Nursing Assistant Professor.

ANNUAL SALARY RANGE (FIRST YEAR FACULTY)	\$55,668 to \$83,772 depending on education and experience <i>Note: A collective bargaining agreement exists and membership in United Faculty or payment of a service fee is required.</i>
BENEFITS	Membership in State Teachers Retirement System (STRS) District-paid benefits (employee contributes 6%) for employee and dependents/domestic partners include: <ul style="list-style-type: none"> • Medical (Health Net or Kaiser) insurance including chiropractic • Dental and vision • Flexible spending (125) plan • Life and long-term disability insurance • Employee assistance program • Deferred compensation (403b and 457) • Sabbatical Leave
EMPLOYMENT BEGINS	Spring 2014 (mid-January)
DESCRIPTION OF POSITION	<p>Los Medanos College in Pittsburg, California is seeking a full-time, tenure track Assistant Professor of Nursing to begin in August 2013. The primary teaching assignment will be in the Registered Nursing program in the areas of Fundamentals of Nursing; Obstetrics and Medical-Surgical Nursing. A secondary teaching assignment may be in the Vocational Nursing Program and/or other Health Science courses. This position has the potential for growth into the role of assistant director or director of the nursing programs. Approval from the Contra Costa Community College District Board and the Board of Registered Nursing must be received prior to hire.</p> <p>The teaching assignment will be for two semesters totaling 35 weeks a year. Summer teaching opportunities may be available for additional compensation in addition to the standard fall and spring semester teaching assignments. This position requires adaptability and flexibility in assignments at the college and off campus at the hospitals. It may include weekend and evening hours.</p>
DUTIES AND RESPONSIBILITIES	<ol style="list-style-type: none"> 1. Provide classroom and clinical instruction in accordance with approved course outlines demonstrating comprehensive knowledge and clinical competence in Fundamentals, Obstetrics, and Med/Surgical Nursing. May include evening and weekend assignments on and off campus, and acute, sub acute, and skilled care facilities. May also include skills laboratory teaching and participation with the simulated laboratory experience for students. 2. Maintain student's scholastic and attendance records and submit them according to

	<p>published deadlines.</p> <ol style="list-style-type: none"> 3. Post and maintain regular office hours in accordance with college/district policy. 4. Inform students of course requirements, evaluation procedures, attendance requirements, and academic progress; develop remedial plans for students as needed. 5. Participate in evaluating, revising, and implementing, the philosophy, objectives, curriculum, and policies of the nursing program. 6. Prepare and grade student assignments and examinations. 7. Participate in the assessment of courses and of the program to improve teaching and learning in the department 8. Participate in nursing department meetings, department staff development, and program improvement initiatives. 9. Participate in the college's shared governance process, college and district committees and meetings. 10. Participate in professional development activities. 11. Maintain current knowledge in the subject and in effective teaching/learning strategies. 12. Provide guidance and support to adjunct faculty and staff. 13. Work collegially with the dean, nursing program director, department chair, and faculty team members regarding student concerns and department needs.
<p>MINIMUM QUALIFICATIONS</p>	<p>To qualify, the applicant must possess the following minimum qualifications (earned degrees must be from an accredited college/university):</p> <p>The minimum qualifications as set by the Board of Registered Nursing are:</p> <ol style="list-style-type: none"> 1. Master's in nursing, education, or administration (Section 1425) OR a Bachelor's Degree in Nursing AND a Master's Degree in Health Education, Health Sciences or equivalency (complete the equivalency form found at the end of this job announcement). 2. Current valid license to practice as a Registered Nurse in California. 3. One (1) year of continuous, full time or its equivalent experience providing direct patient care in the Obstetrics and/or Medical-Surgical settings as a Registered Nurse within the last 5 years. 4. Demonstrate "Clinical competence" as defined by the Board of Registered Nursing in Section 1420(c) as follows: "Nursing program faculty member possesses and exercises the degree of learning, skill, care and experience ordinarily possessed and exercised by staff level registered nurse on the clinical unit to which the instructor is assigned." 5. Completion of: (a) at least one year's experience teaching courses related to nursing OR (b) completion of a post-baccalaureate course which includes practice in teaching registered nursing.
<p>DESIRABLE QUALIFICATIONS</p>	<ol style="list-style-type: none"> 1. Experience in teaching fundamentals, obstetrics, and/or medical-surgical nursing theory and clinical to registered nursing students at the pre-licensure level. 2. Experience as a team player who demonstrates a willingness to support program improvement through ongoing collaborative assessment of the program. 3. Experience developing, implementing and evaluating curriculum in nursing and/or formal teaching presentations. 4. Experience utilizing a variety of teaching strategies to foster critical thinking and application of theory to practice. 5. Experience in facilitating student application of theory to practice by use of the nursing process and critical thinking in both classroom and clinical settings. 6. Sensitivity to, and experience working with diverse racial, ethnic, gender, socioeconomic, disabled and cultural populations; and a commitment to support policies that respect and consider the diversity of the student population.
<p>SELECTION PROCEDURE</p>	<ol style="list-style-type: none"> 1. Applications will be screened to ensure the applicant meets the minimum qualifications as stated in the job announcement. 2. A committee will screen the Supplemental Job Information Questionnaire and rate the applicant on desirable qualifications. 3. Those candidates who meet the minimum qualifications and possess the highest rating of desired job-related qualifications will be invited to the college at their own expense for an interview and teaching demonstration. Interviews are tentatively scheduled for the week of November 4-8, 2013. Such an interview is a prerequisite to employment. 4. The College President will make the final recommendation to the Governing Board of the

	Contra Costa Community College District.
COMPLETE APPLICATION PACKET MUST BE RECEIVED BY:	<p>Last day to apply: October 18, 2013 by 4:00 p.m.</p> <p>Office of Instruction Los Medanos College 2700 East Leland Road Pittsburg, CA 94565 (925) 439-2181, x3272</p> <p>NO FAXED OR E-MAILED MATERIALS WILL BE ACCEPTED.</p>
APPLICATION CHECKLIST	<p>A complete application packet consists of:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contra Costa Community College District Application for Employment – Academic [Applications, supplemental job information questionnaires, and information may be obtained at www.4cd.edu, “Career Opportunities,” or by calling (925) 439-2181 x3272.] <input type="checkbox"/> Supplemental Questionnaire Answers <input type="checkbox"/> Resume <input type="checkbox"/> Copy of college transcript(s) for screening purposes <input type="checkbox"/> Equivalency form (found at the end of this job announcement) and supporting documentation (if qualifying under #4 of Minimum Qualifications) <p>The submission of a complete application packet is the responsibility of the applicant. Incomplete or late packets will not be accepted.</p>

GENERAL INFORMATION

Los Medanos College, opened in 1974, is the newest campus of the Contra Costa Community College District. The college prepares students to excel and succeed economically, socially and intellectually in an innovative, engaging and supportive learning environment. LMC provides quality programs and state-of-the-art facilities to serve the needs of a rapidly-growing and changing East County while enhancing the quality of life of the diverse communities it serves. Los Medanos College is known for its transferable general education program and career technical programs strongly connected with local business and industry. The college serves approximately 10,000 students. Additional information: www.losmedanos.edu

The Contra Costa Community College District is a Drug-Free work place. The District verifies that all new employees are either U.S. citizens or aliens authorized to work in the U.S., in conformance with the 1986 Immigration and Control Act. Potential employees should be aware that smoking is prohibited in many areas of the District facilities.

THE CONTRA COSTA COMMUNITY COLLEGE DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER

In conformance with the Americans with Disabilities Act, requests for reasonable accommodation may be made to:
 Director of Business Services (925) 439-2181 ext 3206

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SUPPLEMENTAL QUESTIONNAIRE

DIRECTIONS

This supplemental job information questionnaire is a required part of the application. It is designed to provide information about how you meet the minimum and desirable qualifications for this position. Please **ANSWER ALL QUESTIONS** even if you repeat information provided elsewhere in the application packet. The information provided on this questionnaire will be used to determine which individuals will be invited for an interview and teaching demonstration. Therefore, please answer the questions thoughtfully and clearly. On a separate sheet(s) of paper, write the question and then your response. Be specific and give examples. Please include the questions with your typed response.

MINIMUM QUALIFICATIONS Check the way(s) in which you meet the following minimum qualifications in Nursing.

1. Summarize your educational background. Please use the following format:

Institution	Major	Degree Granted	Date Degree Awarded

2. Present evidence of a valid California Registered Nursing License (or documentation of eligibility for licensure).
3. Please describe a minimum of one (1) year of continuous experience as a Registered Nurse providing direct patient care in the Obstetrics and/or Medical/Surgical setting within the last 5 years. (Clinical teaching may apply toward direct patient care.) Include dates, type of institution, and some evidence of clinical currency and competence necessary for Board of Registered Nursing Approval. If you have more than one year of experience, please include this additional information in the table below.

Institution	Title/Responsibilities	Date(s)

4. Document your teaching in a nursing program, or as an in-service educator, and/or describe your course work in practice teaching of nursing.

DESIRABLE QUALIFICATIONS

1. Summarize your academic preparation (course work) and experience teaching obstetrics and/or medical-surgical nursing theory and clinical to registered nursing students at the pre-licensure level.
2. Describe your experience as a team player where you were able to demonstrate a willingness to support program improvement through ongoing collaborative assessment of a program/course.
3. Describe your experience developing, implementing and evaluating curriculum in nursing and/or formal teaching presentations.
4. Describe your experience utilizing a variety of teaching strategies to foster critical thinking and application of theory to practice.

5. How have you facilitated a student's application of theory to practice by using the nursing process and critical thinking in both the classroom and clinical settings?
6. Describe your experience working with diverse racial, ethnic, gender, socioeconomic, disabled and cultural populations; and your commitment to support policies that respect and consider the diversity of the student population.

EQUIVALENCY

If your degree does not exactly match the minimum qualifications listed on the job announcement, you must complete the equivalency form (found at the end of this job announcement.) Failure to do so will disqualify your application.

FOREIGN DEGREE AND CREDIT STATEMENT

All foreign degrees and credits used to meet the minimum qualifications must be evaluated by an approved National Association of Credential Evaluation Services (NACES) agency (www.naces.org) **prior to** the implementation of the equivalency process. Two local firms that provide this service are International Education Research Foundation (310) 258-9451 www.ierf.org and Educational Records Evaluation Service (916) 921-0790 www.eres.com. Credits previously accepted by an accredited institution will be accepted with no further evaluation. It is the applicant's responsibility to arrange and pay for the foreign degree evaluation.

Contra Costa Community College District
For Academic Position Application
MASTER'S DEGREE DISCIPLINE EQUIVALENCY FORM

SUBMIT THIS FORM ONLY WHEN APPLYING ON THE BASIS OF EQUIVALENCY

Applicant: _____ **Discipline:** _____

I believe that I possess the equivalency of a master's degree in the above discipline for the reasons checked: (1 plus either 2 or 3 required)

- 1. I possess a BA/BS degree in : _____ (transcript(s) attached)
- 2. Beyond the requirements for my BA/BS degree, I have completed at least 30 additional semester units of upper division or graduate coursework concentrated in the above, or closely related, discipline (transcript(s) attached)
- 3. a. Beyond the requirements for my BA/BS degree, I have completed _____ semester units of upper division or graduate coursework in the above, or closely related, discipline, (transcript(s) attached) **AND**
b. I have demonstrated proficiency in the discipline through accomplishments considered by discipline practitioners to exemplify a professional knowledge of the discipline, through the following activities:

Attached is evidence of this proficiency in the form of letters of recommendation; verification of awards, performances, publications, research activities, life experience or other documentation.

- c. I possess the license or certificate listed below, and the qualifications for this license or certificate are similar to completion of a master's degree in the discipline listed herein:

In ____ (year) I applied for a position in the above discipline at:

- Contra Costa College Los Medanos College Diablo Valley College

NOTE: The Contra Costa Community College District requires that applicants making claims of equivalent qualifications must submit conclusive evidence to support such claims. Although unofficial transcripts may be submitted for application purposes, official transcripts will be required at time of employment.

Signature

Date

Contra Costa Community College District
EQUIVALENCY POLICY
FOR
DISCIPLINES **REQUIRING** THE MASTER'S DEGREE

For establishing the equivalent of the master's degree, possession of at least the equivalent of a Master's in the level of achievement and breadth and depth of understanding is required.

The candidate making the claim of equivalent qualifications must provide conclusive evidence in regard to I AND II below:

I. GENERAL EDUCATION REQUIREMENTS

BA/BS degree

II. MAJOR REQUIREMENTS FOR DISCIPLINES REQUIRING THE MASTER'S

The major requirements for disciplines normally requiring a master's degree shall be a BA/BS degree in the discipline of hire or a related discipline as identified on the California Community Colleges Board of Governors' List of Disciplines, including subsequent revisions.

PLUS

- A. 30 additional semester units of upper division or graduate course work in the discipline or a related discipline, from an accredited institution;

OR

- B. Some combination of additional course work or documented study, in the discipline or a related discipline, and verifiable experience as such accomplishment in the discipline that the combination of course work and experience equals a Master's degree in breadth, depth and rigor. Appropriate licensure from a professional state or national boards; e.g., CPA, BRN may be deemed equivalent to some course work.

EVIDENCE

A candidate who does not present conclusive evidence in regard to minimum qualifications indicated above does not possess the equivalent of the experience in question.

Conclusive evidence for general education, major or experience requirements shall be one or more of the following:

- A. an official transcript showing that appropriate courses were successfully completed at an accredited college** or appropriate foreign institution***;
- B. publications that show a command of the major in question;
- C. Skills demonstration or verifiable evidence of professional performance, professional and/or public recognition, professional presentations, computer software development or applications, or related training;
- D. verification of employment history.

** College and university degrees and credits submitted for employment, including the equivalency process or advancement must be from United States Institutions accredited by one of the six regional accrediting agencies recognized by the Council on Post-secondary Accreditation and the United States Secretary of education.

*** All degrees and credits not covered by the six regional accrediting agencies recognized by the Council on Post-secondary Accreditation and the United States Secretary of Education including and foreign degrees and credits are subject to verification through the equivalency process. The candidate bears the responsibility of documenting equivalency to accredited United States institutions.