



Vocational (Special Education) Instructor

Posting Closing Date: Wednesday, November 13, 2024

Full-Time Faculty (1.0 FTE)

Tenure Track with Benefits

Full-Time Faculty Salary Schedule

Current Salary Range*: \$67,419.01 to \$99,675.65

***Initial placement above step 6 requires Superintendent/President approval.**

Who We Are

Located in the heart of California between San Jose and Monterey, Gavilan College's main campus in Gilroy serves a diverse student population in a beautiful, park-like setting. In addition, we have campus centers located in Hollister, San Martin, and South San Jose, which offer students a variety of courses and programs. Our community recently voted to pass Measure X, a bond to renovate the main campus and build a full-service campus in Hollister. Gavilan is proud to meet the needs of our growing community, offering high-quality education in more than 70 transfer-related fields and over 30 industry-relevant career pathways; In 2023, we awarded over 1,200 Associate Degrees/career education certificates.

Gavilan College, a Hispanic Serving Institution with a 60% Latinx student population, is committed to achieving educational equity for all students. We work to provide students with a rich and relevant learning experience that emphasizes student engagement in and out of the classroom, encouraging students of all ethnic and socioeconomic backgrounds to realize their goals and become socially responsible leaders. When you join our team at Gavilan College, you will become part of an innovative and equity-focused community that approaches higher education as a matter of social justice, requiring broad collaboration among faculty, staff, administration, students, and community partners.

Gavilan College fosters justice, equity, diversity, and inclusion through its Principles of Community. As a member of the Gavilan College community, you will join us in valuing the worth and dignity of every person, the pursuit of truth, devotion to excellence, and the principles of democratic citizenship. All Gavilan employees strive to maintain these ideals in an environment of inclusiveness and mutual respect. We live these shared Principles of Community and work collaboratively to serve as a model of an exemplary, student-centered community-serving college.

Ideal Candidate

Gavilan College is committed to recruiting individuals that embody our Principles of Community by:

- actively demonstrating a commitment to understanding and serving community college students who are diverse in socioeconomics, culture, ability, age, and ethnicity;
- committing to collaboration, effective communication and the development of strong working relationships;

- promoting purposeful inclusion of all groups and the free exchange of ideas in a respectful, trusting and considerate environment; and
- prioritizing equity in developing and strengthening curriculum, programs, and student support services.

The ideal candidate for this position is an educator who actively embraces building a special education program to serve populations historically underrepresented and underserved in higher education. With knowledge of both the strengths embodied by our diverse students and the barriers they face, the ideal candidate is well-poised to teach, support, and mentor Gavilan students. The ideal candidate desires connection with students and the community beyond the classroom and works to foster cross-cultural and anti-racist collaboration whether through creating research, scholarship, media, art, or cultural/political engagement opportunities. In joining Gavilan College, the ideal candidate thrives as a faculty member continually striving to employ anti-racist pedagogy and develop success strategies to meet the needs of historically underserved students.

The Gavilan/HOPE program is one of four special education programs offered by the Accessible Education Center. HOPE is a private, non-profit agency that provides work training, job placement, employment and other extensive services for persons with disabilities. At HOPE, Gavilan students participate in an instructional program that includes experience in a production workshop and/or community setting. Instructors must be able to provide individualized vocational assessment, vocational training, career exploration, intensive vocational counseling, and community based work experience of limited duration. Gavilan College collaborates with HOPE's Gilroy and Hollister locations. This instructor also teaches courses for the on-campus CareerPrep program. CareerPrep is offered for the high school special education class graduate or equivalent who may require additional specialized instruction or training for appropriate entry-level employment.

DESIRABLE ATTRIBUTES:

- Ability to organize, demonstrate and explain materials which correspond with students' abilities, levels of preparation, and learning styles.
- Knowledge of current theories and teaching methods, especially in a culturally diverse student population.
- Commitment to remaining current with the latest developments in the discipline.
- Ability to establish effective working relationships with AEC faculty and staff to support student success.
- Demonstrated ability related to organizational detail, documentation and follow-through related to working with students in special education.
- Experience in supporting employment or instruction of persons with disabilities.
- Experience developing student vocational plans and career goals in preparation for community employment.
- Ability to work collaboratively and effectively on an interagency team.

REQUIREMENTS

Educational and Professional Requirements

- Understanding of, sensitivity to, and respect for the diverse academic, socio-economic-ethnic, cultural, disability, religious background and sexual orientation of community college students, faculty and staff.
- A Master's degree in the category of disability, special education, education, psychology, educational psychology or rehabilitation counseling, **and**
- Fifteen (15) semester units of upper division or graduate study in the area of intellectual disabilities (formerly developmental disabilities).

Essential Duties:

The following duties are typical of those performed by employees in this job title; however, employees may perform other related duties, and not all duties listed are necessarily performed by each employee in the job title:

- Provide 14-16 equivalent hours of instruction per semester in person, in accordance with established course outlines and departmental procedures in vocational/special education.
- Develop, implement, and teach curriculum for social skills, vocational awareness, vocational exploration, vocational preparation, and related areas for adult students with intellectual disabilities and other disabilities on-campus and in community settings.
- Assess student needs and provide appropriate instruction in job skill, work adjustment, and employment programs.
- Maintain accurate attendance rosters, grade reports and other records required by the district.
- In conjunction with other program staff, community agencies, and family members, develop student vocational profiles, student-centered plans, and rehabilitation/instructional goals.
- Maintain an effective classroom environment and workspace;
- Represent Gavilan and provide liaison services between students with disabilities, faculty, staff, and appropriate campus and community support systems;
- Provide on-the-job support and intervention to assist with training needs.
- Assignments in a variety of settings and times, including on-campus, HOPE Gilroy or HOPE Hollister sites; evening, on-line or off-campus and large group instruction classes as needed;
- Participate in campus shared governance and contribute to department and campus-wide student success initiatives.
- Participate in ongoing professional learning, particularly around anti-racism, diversity, equity, and inclusion.
- Adhere to department, division, and campus policies and procedures for faculty employees.

Physical Characteristics:

- Hearing and speaking to exchange information.
- Vision sufficient to read various materials.
- Dexterity of hands and fingers to perform the tasks required of the position.
- Regularly stand, walk, and sit for extended periods of time.
- Bending at waist, kneeling, or crouching.
- Reaching overhead, above the shoulders, and horizontally.
- Lifting and carrying objects up to 20 lbs.

APPLICATION PROCESS:

To be considered for this excellent opportunity, please submit **ONLY** the following items directly through the CCC Registry Website at www.ccregistry.org no later than **5:00pm on Wednesday, November 13, 2024**.

1. CCC Registry online application (all sections are required to be completed, Education, Employment History, Professional References, General Information, and Diversity Statement). Apply at www.ccregistry.org *
2. Please include a two-page cover letter demonstrating how your background, experience, and future goals as an educator embody the ideal candidate statement on the job announcement.*
3. Abbreviated Curriculum Vitae or Resume*
4. Unofficial transcripts* (official transcripts will be required if hired for the position)

**Denotes application materials that are required for full consideration.*

Applicants who do not meet minimum qualifications must submit a Supplemental Application for Equivalency: https://www.gavilan.edu/jobs/apps/Supp_App_Equiv_Det.pdf

FOREIGN DEGREE HOLDERS

For positions requiring a degree, all foreign degree credentials must be evaluated by a third party to determine the equivalent U.S. degree and major, and the Foreign Credential Evaluation must be attached to your application before your application will be considered. Not attaching your Foreign Credential Evaluation will render your application incomplete. Evaluations should provide the name of the institution attended, a description of your credentials, the major field of study, and the U.S. equivalent for each credential. For a list of evaluating agencies, visit the State of California Commission on Teacher Credentialing. Note: Even if you obtained your graduate degree(s) in the U.S., you must attach a Foreign Credential Evaluation for your undergraduate degree if it was obtained outside the U.S.

As an equal opportunity employer, we are required to compile summary data on applicants. We are requesting your assistance in providing the information on the personal and ethnicity section of your CCC Registry profile. The completion of the questionnaire is voluntary. The form will remain in the Human Resources department and will be kept confidential and separate from all hiring documents. It will not be forwarded to those making employment decisions.

If you have questions related to the CCC Registry or technical aspects regarding submitting application materials on the CCC Registry website, please contact the Human Resources department at 408-848-4755 or at hr@gavilan.edu.

If you have a verifiable disability and require accommodation to complete the application process, please contact the Human Resources Office at (408) 852-2823.

Please be aware, the District does not reimburse for expenses related to the recruitment process.

NON-DISCRIMINATION

Gavilan Joint Community College District is an Equal Opportunity Employer committed to nondiscrimination on the basis of ethnic group identification, race, color, language, accent, immigration status, ancestry, national origin, age, gender, gender identity, religion, sexual orientation, transgender, marital status, veteran status, medical condition, physical or mental disability and any other status protected by applicable federal and state laws. Applicants who require accommodations to complete the application or interview process, please contact the Human Resources Office at (408) 852-2823 for assistance.