



# EMPLOYMENT OPPORTUNITY

COLLEGE OF THE SISKIYOU – HUMAN RESOURCES  
800 COLLEGE AVENUE - WEED, CALIFORNIA 96094

TELEPHONE NO. (530) 938-5317

FAX NO. (530) 938-5506

[www.siskiyous.edu/jobs](http://www.siskiyous.edu/jobs)

---

## ADJUNCT INSTRUCTOR POOL

HISTORY  
POLITICAL SCIENCE  
SOCIOLOGY

We are actively seeking a pool of instructors for above named disciplines however, any discipline applications will be accepted on an on-going basis, and are encouraged to apply.

### Minimum Qualifications

The College of the Siskiyous follows the minimum qualification guidelines set forth in the “Minimum Qualifications for Faculty and Administrators in California Community Colleges.”

### General

1. Academic disciplines require a Master’s degree in the discipline in which the course is offered (or a closely related discipline or the equivalent). *Note: Applicants applying under “equivalency” must provide detailed written documentation explaining how their academic preparation is equivalent to the degrees listed by completing an Equivalency Determination Application.*
2. *Non-Credit disciplines generally require a Baccalaureate degree in the discipline in which the course is offered (or a closely related discipline or the equivalent).*
3. \*Vocational, technical, and application courses (including non-credit) require an Associate’s degree plus 6 years of professional experience or a Baccalaureate degree plus 2 years of professional experience.
4. To qualify for a teaching position, all applicants must demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

*Note: Applicants applying under “equivalency” must provide an equivalency application explaining how their academic preparation is equivalent to the degrees listed*

### Salary

The salary range is \$50.35 to \$63.89 per hour depending upon education.

The salary is \$30.61 per hour for Adult Education. (Non-Credit)

### Benefits

Adjunct employees have the choice of two retirement plans. CalSTRS (California State Teachers Retirement System), and APPLE (Accumulation Program for Part-Time and Limited Service Employees.)

### Application Procedure

Applications are accepted on an on-going basis. To be considered for an adjunct position, candidates **must** fill out a **part-time faculty application** and **attach the required documents** listed below. You may attach any varied certifications that will help us assess your qualifications. Applicants must submit **ALL** required documents to be considered for employment. **All materials submitted are for this position only, and become property of the District. Materials will not be returned, copied, or considered for other openings. Only completed application packets will be forwarded to the Area Dean. Candidates are responsible for any costs associated with interviews.**

## **Required Documents**

The following materials should be submitted to:

Human Resources  
College of the Siskiyous  
800 College Ave.  
Weed, CA 96094  
Tel: (530) 938-5317  
Fax: (530) 938-5506  
[hr@siskiyous.edu](mailto:hr@siskiyous.edu)

The Human Resource Office is located in the Administration wing of the John Mantle Student Center on the Weed Campus. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.

1. COS Adjunct Application  
<http://www.siskiyous.edu/employment/documents/academicapplication.pdf>
2. Application Cover Sheet  
<http://www.siskiyous.edu/employment/documents/ApplicationCoverSheet.pdf>
3. Current professional resume
4. Verification of how you meet the minimum qualifications is required by providing the following documentation:
  - a. Transcripts of any college level work with degrees posted. (Copies are acceptable for application. The successful candidate must provide original transcripts upon hiring. Foreign transcripts **must** include a U.S. evaluation **and** translation, at the time of application.)
  - b. Copy of your California Community College teaching credential if this is your method of meeting the minimum qualifications.
5. Application for Equivalency Determination if applicable.  
<http://www.siskiyous.edu/employment/documents/EquivalencyApplication.pdf>

## **Screening Process**

**\*Applications are accepted on an on-going basis for the listed positions and in any other discipline throughout the year.**

**Applications for adjunct teaching positions will be used to create a pool of qualified applicants for future hiring. Applications will be kept on file for one year.**

## **Conditions of Employment**

Employees must satisfy all the pre-employment requirements prior to appointment that include, but are not limited to, tuberculosis clearance (EC 87408.6), fingerprint processing, and verification of their legal right to work in the United States.

***Applicants requiring reasonable accommodations in completing the application or interview process must notify the Human Resources Office in advance.***

***College of the Siskiyous is an equal opportunity employer. The policy of the District is to encourage applications from ethnic and racial minorities, women, persons with disabilities, and Vietnam-era veterans. No person shall be denied employment because of ethnicity or race, color, sex or gender, gender identity, age, religion, marital status, disability, sexual orientation, national origin, medical conditions, status as a Vietnam-era veteran, ancestry, or political or organizational affiliation.***

***College of the Siskiyous is accredited by the Accrediting commission for Community and Junior Colleges of the Western Association of Schools and Colleges.***