

Cal Poly SOE maintains an open part-time instructional (adjunct) faculty pool to hire lecturers as needed for each of its accredited Teacher Preparation Programs. The included document shows the posting summary for recruitment and hiring announcements related to these positions, as well as Cal Poly's approved and published language regarding the **standards and qualifications** for part-time instructors.

[The full posting is available at www.calpolyjobs.org](http://www.calpolyjobs.org) under requisition number 104549

### View Posting Summary - 104549 - **Part-Time Instructor Pool** - School of Education

#### Posting Details

Requisition Number	104549
Job Posting Title	Lecturer Pool (part-time)
Working Title	Part-Time Instructor Pool - School of Education
Job Category	Faculty
Regular / Temporary	Temporary
Full / Part Time	Part-Time
If part-time, indicate time base	
Appointment Duration / End Date:	2017-18 Academic Year
Department	CSM-School of Education (117600)
College / Division	CSM-College of Science & Math
Job Code	2358
Position Title	Lecturer AY
Job Type (Faculty)	Part-Time Lecturer Pool
PeopleSoft Position Number:	00004848
Salary Range	Rank and salary are commensurate with qualifications, experience, and time base.
Pay Basis	Monthly
Pay Plan	Academic Year
Grade	
New Position?	No
Former Incumbent Name	

APPOINTMENTS FROM THE PART-TIME POOL ARE TEMPORARY AND OFTEN MADE JUST PRIOR TO THE START OF THE ACADEMIC TERM, SO APPLICANTS MUST BE AVAILABLE ON VERY SHORT NOTICE.

**Position Description**  
SCHOOL OF EDUCATION, PART-TIME LECTURER POOL. The School of Education within the College of Science and Mathematics is seeking applications for a pool of part-time lecturers as needed. Possible appointments include providing instruction for courses in the Master's degree programs or teaching and service in the credential programs for the academic year 2017-18. Applications are



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welcomed from candidates with one or more of the following specialties: Multiple Subject, Single Subject, Counseling and Guidance, Curriculum and Instruction, Special Education, and Educational Leadership and Administration. Rank and salary are commensurate with qualifications, experience and time base. If you have any questions, please contact the recruiting department at: (805) 756-1503.

NOTE: If you are interested in being a University Supervisor/Clinical Education Supervisor, please see job requisition #104549.

### Minimum Qualifications (Staff Only)

Applicants must have successful teaching experience and a Master's degree or higher in Education or a related discipline.

### Required Qualifications / Specialized Skills

For the Educational Leadership and Administration Program, clinical education faculty applicant's minimum requirements are an MA in Educational Leadership or closely related field (doctoral degree preferred), possession of or eligibility for the CA Administrative Services credential, and five (5) years of experience as a K-12 school administrator.

### Preferred Qualifications / Skills

Following a conditional offer of employment, a background check (including a criminal records check) must be completed satisfactorily before any candidate may start work with Cal Poly, San Luis Obispo. Failure to satisfactorily complete the background check may result in the withdrawal of the offer of employment. Note: Cal Poly cannot deny an applicant a position solely or in part due to a criminal conviction history until it has performed an individualized assessment and linked the relevant conviction history with specific job duties in the position being sought.

### Special Conditions

**Please note:** Current employees who are offered positions on campus will be required to undergo a background check for any position where a background check is required by law or that Cal Poly has designated as sensitive. Sensitive positions are those requiring heightened scrutiny of individuals holding the position based on potential for harm to children, concerns for the safety and security of people, animals, or property, or heightened risk of financial loss to Cal Poly or individuals in the university community.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

May be required to complete a Supplemental Employment Application Questionnaire, which contains questions pertaining to conviction history, and submit it when requested by Cal Poly. This disclosure is confidential and will not necessarily preclude applicants from employment.

### Pre-Employment Conditions

Background / Fingerprint



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Benefits Eligible

[More Information](#)

Union Code R03

Job Open Date 07-12-2017

Job Close Date 03-31-2018

Review Begin Date 08-14-2017

Max Number of Openings 999

Requisition Contact Name

Requisition Contact Phone

Requisition Contact Email

Internal Recruitment Only No

Does this position accept online applications? Yes

Advertising Funding Account  
Fund/DeptID/Account/Program/Class  
(e.g. AD202 XXXXXX 660003 XXXXX  
XXXXX)

Short Ad Text

SCHOOL OF EDUCATION, PART-TIME LECTURER POOL. The School of Education, within the College of Science and Mathematics at Cal Poly, San Luis Obispo, is seeking applications for a pool of part-time instructors with positions available as determined by need during the 2017-18 academic year. For details, qualifications, and application requirements, please visit [WWW.CALPOLYJOBS.ORG](http://WWW.CALPOLYJOBS.ORG), complete a required online faculty application and apply to requisition #104549. Please be prepared to provide the names and email addresses of three professional references when completing application. REVIEW BEGINS: August 14, 2017. EEO.

Short Ad Publication(s) and Issue Date(s) HigherEd Jobs  
Diverse Issues in Higher Ed  
Cal Poly Report

Long Ad Text (Faculty)

Long Ad Publication(s) and Issue Date(s) (Faculty)

Employer Pass Message:

Your application to the part-time faculty teaching pool in the School of Education has been received. Your qualifications will be reviewed for potential inclusion in the part-time pool, and you will be notified of your status by the department in the near future.

Employer Fail Message:

Your application to the part-time faculty teaching pool in the School of Education has been received. Your qualifications will be reviewed for potential inclusion in the part-time pool, and you will be notified of your status by the department in the near future.

Responsible Hiring Manager



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Responsible AP / HR Employment Specialist

Responsible Employment Equity Facilitator  
(Confirm with EEF)

Facilitator Comments

Responsible Appointing Authority

Appointing Authority Comments

Provost/VP Review

Provost / VP Comment:

President Review

Comments to AP / HR:

AP / HR Comments

Requisition Justification

Part-time lecturers necessary to meet student demand.

Projected Start Date (Faculty Only)

09-14-2017

To apply, please visit: [WWW.CALPOLYJOBS.ORG](http://WWW.CALPOLYJOBS.ORG), complete required online faculty application, and submit to requisition #104549. Please attach a cover letter, resume/CV, teaching philosophy, a list of CSU Courses previously taught and courses requesting consideration to teach. An unofficial copy of terminal transcripts may be attached to the online application, however, sealed official terminal degree transcripts will be required prior to an appointment. Please be prepared to provide 3 professional references with names and email addresses when completing your online faculty application.

For questions, please contact the School of Education at (805) 756-1503.

How to Apply

REVIEW BEGINS: August 14, 2017.

At California Polytechnic State University, San Luis Obispo, we believe that cultivating an environment that embraces and promotes diversity is fundamental to the success of our students, our employees and our community. Bringing people together from different backgrounds, experiences and value systems fosters the innovative and creative thinking that exemplifies Cal Poly's values of free inquiry, cultural and intellectual diversity, mutual respect, civic engagement, and social and environmental responsibility. Cal Poly's commitment to diversity informs our efforts in recruitment, hiring and retention. California Polytechnic State University is an affirmative action/equal opportunity employer. EEO.

Additional Information Contact Name (Faculty)

Additional Information Contact Phone (Faculty)



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Additional Information Contact Email (Faculty)



Department Information (Faculty)

The School of Education (SOE) is a small, collaborative unit with 15 tenured and tenure track faculty members spanning seven programs: bilingual education, special education, elementary education, secondary education, curriculum and instruction, educational leadership, and counseling and guidance. The SOE is noted for its strong relationships both with local schools and the local community as it embodies an all-university, "Learn by Doing" approach to the preparation of K-12 educators. For more information please visit [www.soe.calpoly.edu](http://www.soe.calpoly.edu).

Reports To



Length of Recruitment

Open Until Filled

Select documents to be associated with this posting:

Cover Letter  
Resume / Curriculum Vitae  
Transcripts  
Teaching Philosophy  
CSU Courses Previously Taught  
Other  
Courses Requesting Consideration to Teach

Application Type Accepted

Faculty Application

Quick Link

[www.calpolyjobs.org/applicants/Central?quickFind=166235](http://www.calpolyjobs.org/applicants/Central?quickFind=166235)

### Template Qualifying Groups

No Template Qualifying Groups exist.

### Qualifying Groups

No Qualifying Groups exist.

### Template Level Questions

**10585 - Have you ever taught at Cal Poly or at any other California State University campus? If yes, as required by the collective bargaining agreement, please attach a list of all courses you have taught at any CSU campus and provide the following information: Course Number, Course Title, Term/Year Taught, CSU Campus, and CSU Department. Please select the attachment type entitled "CSU Courses Previously Taught" when prompted to attach documents to your application for this position.**

#### ANSWER

No Response

No, I have never taught at any CSU

Yes-attach CSU Courses Previously Taught

This question is required.

**10779 - You may also attach a list of departmental courses that you request consideration to teach. While the list does not automatically qualify you to teach a listed course, it will ensure careful review by the department when evaluating potential course assignments. You will be permitted to attach this information as the final step after completing your**