

**Initial Review Date: 02/17/2022\***

**\*Any complete applications received after the review date will only be forwarded to the hiring committee at their request.**

The Foothill-De Anza Community College District is currently accepting applications for the faculty position of **Instructor, Dental Hygiene, Foothill College.**

**Foothill – De Anza Community College District Mission Statement:**

The mission of the Foothill–De Anza Community College District is student success. We are driven by an equity agenda and guided by core values of excellence, inclusion, and sustainability. Every member of our district contributes to a dynamic learning environment that fosters student engagement, equal opportunity, and innovation in meeting the various educational and career goals of our diverse students. We are committed to providing an accessible, quality undergraduate education dedicated to developing a broadly educated and socially responsible community that supports an equitable and just future for California.

**Foothill College Mission Statement:**

Believing a well-educated population is essential to sustaining and enhancing a democratic society, Foothill College offers programs and services that empower students to achieve their goals as members of the workforce, as future students, and as global citizens. We work to obtain equity in achievement of student outcomes for all California student populations, and are guided by our core values of honesty, integrity, trust, openness, transparency, forgiveness, and sustainability. Foothill College offers associate degrees and certificates in multiple disciplines, and a baccalaureate degree in dental hygiene.

**Duties and Responsibilities of the Position include:**

Instruction, supervision, and evaluation of dental hygiene students in classroom, laboratory, pre-clinical and clinical settings in all aspects of Dental Hygiene to meet bachelor's degree and accreditation standards. Primary area of responsibility will consist of first year clinic coordination, including lectures (including Dental Hygiene Process of Care, Infection Control and Instrumentation, special needs patient populations, and dental health education), pre-clinical labs, local anesthesia labs, and clinic.

Coordinate and calibrate instructors in laboratory, pre-clinic and clinic settings on student assessment and clinical procedures. Duties include student advising, student recruitment, serving on the Dental Hygiene admissions committee and advisory committee, maintaining student clinical records, monitoring student competency, as well as routine tasks required to ensure the smooth operation of the program.

Attend department, division, college and district-wide meetings. Contribute to curriculum evaluation, curriculum development and student learning outcomes. Participate in program review and accreditation self-study and site visits. Maintain compliance with state dental hygiene licensing board regulations and participate in site visits and contribute to the development of continuing education courses. Act as faculty liaison between the Dental Hygiene Professional Organizations and the students. Assist in maintaining the clinic manual, policy manual, and clinic equipment. Work with the program director regarding ordering, distribution and use of student supplies. Pursue professional growth activities, attend professional meetings, and perform other duties consistent with the role of an instructor. Instructors also have the opportunity to serve on District and college committees and participate in campus extra-curricular activities.

Standard duties expected of all faculty include development and evaluation of curricula, maintaining scheduled office hours, attending department and division meetings, pursuing professional growth activities, service on district and/or college committees, and performing other duties consistent with the role of an instructor. Instructors also have the opportunity to participate in campus extra-curricular activities.

#### **MINIMUM QUALIFICATIONS:**

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Master's Degree or higher. Graduate of a dental hygiene program accredited by the Commission on Dental Accreditation. Holds a California license as a Registered Dental Hygienist (RDH), certified for radiation safety, local anesthesia, nitrous oxide, soft tissue curettage, radiographic decision making and placement of ITRs (interim therapeutic restorations). Minimum of two years full time clinical practice experience as a Dental Hygienist. As per CODA accreditation standards, documented background in educational teaching methodology. Current knowledge of the specific areas of instruction.

#### **Preferred Qualifications:**

1. At least one year of professional experience in clinical and didactic teaching and first year clinical coordination.
2. Knowledge of the theoretical and current evidence-based practices of the subject matter areas taught which may include: infection control, patient assessments and dental hygiene treatment planning, instrumentation techniques, instrument sharpening and maintenance, special needs patient populations, medical emergencies, local anesthesia, and interim therapeutic restorations.

3. Applies varied teaching strategies to successfully engage, inspire and retain students with diverse backgrounds and learning styles, using principles of instructional design and curriculum development.
4. Commitment to professional growth and development and to continued innovation and improvement of teaching.
5. Participation in professional dental hygiene organizations.
6. Demonstrates proficiency in use of computers and technology in the delivery of in-person and online instruction. Canvas certification is preferred.
7. Involvement in collaborating harmoniously with faculty to successfully achieve program goals and objectives.

**In addition, the successful candidate will demonstrate:**

1. Strong communication and teaching skills. (A teaching demonstration will be required as part of the interviewing process.)
2. Address stressful events, created by hostile students or patients by (a) maintaining emotional control, (b) listening without judgement or retaliation, (c) reasoning objectively and consistently, (d) keeping at the forefront the best interests of the student or patient, and (e) maintaining professionalism and the due process.

**WORKING CONDITIONS:**

**Environment:**

1. Indoor, classroom, laboratory and clinic environments.
2. Endurance within a classroom and clinical settings, teaching students while standing, sitting, or walking throughout the classroom, clinic and laboratory.

**Physical Abilities:**

**(Applicants should perform these physical abilities with or without reasonable accommodations)**

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

**APPLICATION PACKET:**

1. A District on-line application to be completed at <http://hr.fhda.edu/careers/> *\*In the application, you will provide information, which demonstrates your*

*understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff. **Additionally**, you will be asked to explain how your life experiences, studies or work have influenced your commitment to diversity, equity and inclusion.*

2. A cover letter detailing your background and experience, skills, and abilities as they relate to the minimum and preferred qualifications of this position.
3. A current resume of all work experience, formal education and training.

**If you wish to request equivalency for this position** (if you believe you do not otherwise meet minimum qualifications via educational degree attainment as specified), you may submit the Request for Equivalency form. This form will need to be submitted with your application packet. You may either scan a hard copy of this form with your application packet or submit it as a Word document with your application packet. <http://hr.fhda.edu/downloads/Equivalency.pdf>

**If any required application materials are omitted, the committee will not review your application packet. Application materials not required (including reference letters) for this position will not be accepted. For full-consideration, all application packets must be received by 11:59 pm on the closing date.**

**Please allow yourself ample time to complete your application and resolve any technical difficulties that may arise with your submission. We do not guarantee a response to application questions within 48 hours of the closing date. You may also visit our “Applicant Information” webpage to assist with technical difficulties at: <http://hr.fhda.edu/careers/a-applicant-instructions.html>**

**HIRING RANGE:** \$66,539.00 - \$109,280.00 annually plus benefits; actual placement is based on applicant’s verified education and experience.

**For the complete Faculty Salary Schedule, go to:**

<http://hr.fhda.edu/downloads/2019-2020%20Faculty%20Salary%20Schedules.pdf>

Excellent benefits package which includes medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long term disability, retirement benefits and basic life insurance. Other voluntary benefits are also available such as legal assistance, pet insurance, and long-term care. Faculty are also eligible for paid professional development leaves and stipends for educational and professional development.

For information on our benefits package that includes medical for employees and dependents, visit our web site: <http://hr.fhda.edu/benefits/index.html>

**TERMS OF EMPLOYMENT:** Full-time, Tenure-track, 11-months per year

**STARTING DATE:** Fall 2022

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

The Foothill-De Anza Community College District does not reimburse applicants for travel, lodging or any other costs incurred by applicant to attend interviews. All interviewing costs incurred will be the responsibility of the applicant.

For more information about our application process contact:

Employment Services

Foothill-De Anza Community College District

12345 El Monte Road

Los Altos Hills, California 94022

(650) 949-6217

Email: [employment@fhda.edu](mailto:employment@fhda.edu)

<http://hr.fhda.edu/>

This position will become Open Until Filled after the initial Closing Date. Any complete applications received while the position is Open Until Filled will be reviewed by the hiring committee only upon committee request.