



## Tai Chi Instructor

### Employment Opportunity

<b>Employee Classification:</b>	Exempt <b>Part-Time</b> Professional Faculty
<b>Position Status:</b>	<b>Part-time Faculty</b>
<b>Starting Salary Range:</b>	\$392 - \$412 per weekly contact hour
<b>Teaching Location:</b>	Main Campus, Newport & North Campus, Lincoln City
<b>Recruitment Closes:</b>	Open Until Filled

#### GENERAL NARRATIVE DESCRIPTION OF POSITION

The instructor will plan, develop, and present organized learning opportunities for students in accordance with approved course outlines in topics pertaining to Tai Chi while meeting the College's academic program goals.

The instructor will explore this ancient form of gentle movement which emphasizes balance, concentration and coordination, addressing traditional styles of Tai Chi, meditation and Yi (mind) development techniques in an easy to follow format.

Full term pay rate may vary by course. Actual term pay is based on the weekly course contact hours multiplied by the appropriate hourly rate.

**\*\*Part-time faculty appointments are term by term.** Faculty positions are represented by the collective bargaining agreement between American Federation of Teachers and Oregon Coast Community College.

#### TYPICAL DUTIES & RESPONSIBILITIES

**Class Oversight:** Prepares instructional materials including course outlines and accurate syllabi. Meets all assigned classes. Encourages mutual responsibility for a supportive learning environment. Provides effective teaching strategies in an environment that encourages student and instructor interaction. Actively engages students in the learning process. Encourages creative and critical thinking.

**Communications:** Articulate an understanding of theories and movement principles, meditation and Yi (mind) development in Tai Chi. Assures effective two-way communication at all levels of responsibility.

**Record Keeping:** Evaluates and grades student progress. Maintains accurate records of student enrollment, attendance, and scholastic progress.

**Customer Service and Public Relations:** Maintains a safe learning and working environment by following safety policies and procedures established by the College and by OSHA. .

**Other duties as needed:** Requires a flexible work schedule to meet program needs which may include evenings and/or weekends. Ability to work an instructional schedule that may vary from term-to-term. Ability to travel to a variety of teaching sites throughout Lincoln County.

*\*The list of typical duties & responsibilities is intended to be representative of the tasks performed by this position. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.*

## **COURSE DESCRIPTIONS**

Tai Chi I – (PE 182S - 1 Credit) Explores this ancient form of gentle movement which emphasizes balance, concentration and coordination. Addresses traditional styles of Tai Chi, meditation and Yi (mind) development techniques in an easy to follow format.

**Tai Chi II – (PE 182G - 1 Credit)** Continues the exploration of theories and movement principles, meditation and Yi (mind) development introduced in Tai Chi I. Expands upon the basic techniques to develop a life-long practice of Tai Chi.

## **EDUCATION & EXPERIENCE**

### **Minimum Qualifications:**

- Master's degree in Physical Education, Exercise Science, Exercise Physiology, Sports Psychology, Sports Fitness, Human Performance, Kinesiology, or in Human Physiology plus three (3) years teaching experience at the college/high school levels.
- Or
- Master's degree in any field, plus a Bachelor's degree in Physical Education, Exercise Science, Exercise Physiology, Sports Psychology, Sports Fitness, Human Performance, Kinesiology, or Human Physiology plus three (3) years teaching experience at the college/high school levels. Recent experience teaching at the college level or teaching adults of varying skill levels is preferred.
- Or

### **Demonstrated Competency:**

- Bachelor's degree in Physical Education, Exercise Science, Exercise Physiology, Sports Psychology, Sports Fitness, Human Performance, Kinesiology, or Human Physiology. Recent experience teaching at the college level or teaching adults of varying skill levels is preferred.
- For candidates who do not meet the above qualifications, consideration will be given to those individuals who show expertise in their specialty area by holding a current nationally recognized certification. Teaching experience is preferred.

### **Additional requirement:**

- Successful candidates will secure certifications in both American Red Cross First Aid and CPR/AED for the Professional Rescuer prior to the first class.

Instructors shall have earned required academic credentials at a regionally accredited US institution or a foreign institution having the equivalent of regional accreditation. Instructors with credentials from other countries will have their transcripts evaluated by agencies that have good standing with the National Association of Credential Evaluation Services to establish fulfillment of this standard.

### **Knowledge, Skills, Abilities & Personal Qualifications:**

- Maintains currency in subject matter domain and an awareness of current trends and recent research achievements within the discipline.
- Serves as a positive role-model for students.
- Creates a learning climate of mutual respect and fairness.

## **WORKING ENVIRONMENT & PHYSICAL REQUIREMENTS**

Employee must excel in a dynamic, ever-changing work environment showing a high degree of initiative and the ability to assume responsibility as well as demonstrating effective multi-tasking and best practices administrative and customer service techniques.

Employee must exercise sound and independent judgment in matters of College policy and procedures with demonstrated proficiency and discretion handling matters that may be complex or confidential and sensitive in nature. Develop and maintain effective working relationships while also maintaining an appropriate level of confidentiality. Employee must dress and maintain self in a professional manner.

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is often required to walk; use hands and fingers, handle or operate computers, objects, tools or controls; and reach with hands and arms. Light physical exertion with occasional, moderate lifting, bending, stooping, and pulling. Ability to carry equipment and tools of moderate weight, using arms and hands. Mobility to move between offices, classrooms, and floors. Ability to hear the conversational voice and effectively communicate responses. Visual acuity to read and evaluate student work and complete and maintain various types of records.

*OCCC is proud to be the first among the Oregon colleges and universities to be designated as a tobacco- and smoke-free educational institution. The use of tobacco and smoke-emitting materials and devices is prohibited on all the college's campuses, including OCCC's building exteriors and parking lots. The college's policy on non-use of smoke and tobacco products also excludes the use of "electronic" cigarettes.*

## **APPLICATION PROCEDURE**

### **All of the following must be submitted:**

1. Oregon Coast Community College [online application](#) (please complete all sections)
2. Current and complete resume of education and professional experience (Attach document)
3. Unofficial transcripts\* and any certifications or licenses (attach document)

\*A copy of an academic transcript from an accredited institution of higher education must accompany applications for part time faculty positions. *The type of degree and date degree awarded must appear on the transcript.*

You will be required to provide official copies of transcripts within 5 weeks of hire date for any degrees required for the position.

Applicants selected for hire will be required to pass a criminal background check as a condition of employment.

**The screening committee will review ONLY complete packets.** All components listed above must be included.

### **A DEMONSTRATION OF INSTRUCTIONAL TECHNIQUES WILL BE REQUIRED AS A PART OF THE SCHEDULED INTERVIEW**

#### **Application Deadline: This is an Open and Continuous Pool Position**

Electronic submissions using the [Faculty Employment Application](#) link on the Oregon Coast Community College's Employment Opportunities webpage are **strongly encouraged**. Through that link you will have the opportunity to attach the above documents in either Microsoft Word or Adobe pdf formats.

You may also mail your completed application materials to:

**Oregon Coast Community College, 400 SE College Way, Newport, OR 97366-4100**

**Attention: Human Resources**

You may request an application by contacting Human Resources at [Employment@occc.cc.or.us](mailto:Employment@occc.cc.or.us) or (541)867-8515.

Oregon Coast Community College will hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees will be required to complete the designated Immigration Services Employers Verification form I-9.

Oregon Coast Community College is an Equal Employment Opportunity institution that values diversity in its workforce and is committed to Affirmative Action. We encourage qualified minorities, women, veterans and persons with disabilities to apply. Applicants with disabilities may request accommodation to complete the application and selection process. Please notify Human Resources at least three (3) working days prior to the date of need.

**Oregon Coast Community College is an Equal Opportunity Educator and Employer.**