

Invitation to Apply: Faculty Teaching and Learning Coordinator Position

The Academic Senate and the Office of Instruction announce the position of Faculty Teaching and Learning Coordinator. Regular and adjunct faculty are invited to apply.

Hours	15 hrs/week
Compensation	Full-time 0.40 reassignment (6 units), Part-time paid hourly (non-instructional load rate).
Term	2 years, renewable (Fall 2025 – Spring 2027)
Responsible Administrator	Dean of Academic Support and Learning Technologies

Application

Review the duties and desired qualifications listed below. Interested persons may apply by answering the following three questions in approximately one page. Email your answers to Cañada Academic Senate (canacademicsenate@smccd.edu).

1. Why are you interested in being the Faculty Learning Coordinator?
2. What has been your experience with faculty learning opportunities (e.g., initiatives, committees, workshops) or similar programs at Cañada or other colleges?
3. What unique contributions would you bring to the position?

Complete applications will be reviewed by a screening committee who will forward finalists to the Vice President of Instruction. Faculty who would like to serve on the screening committee to review the applications for this position should email Cañada Academic Senate (canacademicsenate@smccd.edu).

Core Responsibilities

In this leadership position, the Faculty Coordinator's responsibilities exceed those of serving on a college committee and are different from those enumerated in Appendix D1 of the AFT contract.

1. Facilitate and support collaboration across campus to equitize and enhance teaching and learning including with the following groups:
 - Academic Senate/Curriculum Committee
 - EAPC faculty coordinator
 - AB 1705 faculty coordinators
 - Black Students Matter
 - UMOJA
 - Ethnic Studies

- Textbook Affordability
 - Distance Education Advisory Committee
2. Develop and institutionalize varied elements of our professional development web through collaboration with:
 - Flex Day Coordinator for Flex Day Agenda planning regarding sessions focused on teaching and learning and integration throughout the semester
 - FLP coordinators to support and funnel interested faculty and allow spaces for broader discussion about the work
 - AB1705 leads to integrate PD needs and interests related to the elimination of pre-transfer level courses
 - Instructional Designer and Instructional Technologist to develop shared offerings and coordinate dissemination of PD information
 - Academic Senate to determine Flex Day goals/themes regarding sessions related to teaching and learning
 - Sister colleges and the District on Teaching (for example, Equity Institute) and other shared PD opportunities
 - Other programs and/or initiatives such as pedagogical implications of OER, SLO/PLO assessment, Honors Transfer Program, Distance Education, and Guided Pathways/Interest Areas.
 - Library and Learning Center to provide a central space for publicizing and storing previous workshops.
 3. Provide faculty-to-faculty support for innovative teaching through:
 - New Faculty Orientations
 - Ongoing teaching conversations (Conversations with Colleagues)
 - Conversations about integrating student supports into our classrooms (Conversations with Colleagues)
 - Mentorship
 - Institutionalization of methods to bring year round opportunities for PD ideas in a variety of ways and places
 - Attending and/or presenting at Teaching conferences and/or workshops
 - Soliciting faculty engagement to match support with needs
 - Organizing cohort-based teaching opportunities collaborating with campus-wide initiatives that are connected to Teaching
 4. Communication/Marketing/Outreach – Creating a connected awareness by:
 - Publishing monthly newsletters with PD opportunities
 - Maintaining webpage
 - Working with marketing and outreach to sync calendars