LAKE TAHOE COMMUNITY COLLEGE DISTRICT
JOB ANNOUNCEMENT

Part-time Head Soccer Coach

2014 Season
(Two positions: Men's Coach and Women's Coach)

Lake Tahoe Community College District is currently seeking a Men's Soccer Coach and a Women's Soccer Coach for the Fall 2014 season. Other teaching assignments may be available dependent upon qualifications and education.

EXAMPLE OF DUTIES

- Planning, scheduling, and budgeting for the intercollegiate soccer season
- Organizing and conducting practice
- Recruitment of quality student athletes
- Duties as assigned by Athletic Director

MINIMUM QUALIFICATIONS

- Master's in physical education, exercise science, education with an emphasis in physical education, kinesiology, physiology or exercise, or adaptive physical education, OR
- Bachelor's in any of the above AND Masters in any life science, dance, physiology, health education, recreation administration, or physical therapy, OR
- Bachelor's degree and two years of coaching experience, OR
- Associate's Degree and six years of coaching experience, OR
- The equivalent. (Applicant must submit equivalency form)

AND

- Sensitivity to and understanding of the diverse academic, socioeconomic, gender, cultural, disability, and ethnic backgrounds of community college students.

DESIREABLE QUALIFICATIONS

- Previous playing and/or coaching experience at the high school or college level
- Excellent interpersonal, administrative, and organizational skills
- USSF license

CONDITIONS OF EMPLOYMENT

Teaching assignments are part-time and temporary in nature. Assignments are subject to approval of the Board of Trustees, adequate enrollment size, and assignment to a contract instructor. Offer and assignment of employment are subject to verification of all information provided on the employment application, credential, transcripts, fingerprint check, and tuberculosis examination as required. **Coaching Stipend: $9,000 per season**

APPLICATION PROCEDURE: Bring the following application materials to Human Resources:

1. Cover Letter indicating your area(s) of interest
2. District Application Form (attached)
3. Current Resume
4. College Transcripts (copies acceptable)
5. Applicant Information Card (optional)

APPLICATION DEADLINE: Complete must be received by **Friday, November 1, 2013**. LTCC reserves the right to reopen the position or extend the deadline if an adequate applicant pool is not received.

SELECTION PROCEDURE: After reviewing applications, those applicants judged most suitable for the position will be invited to oral interviews. These applicants will be notified by phone on or about **November 7, 2013**. interviews are tentatively scheduled for Thursday and Friday, **November 14 and 15, 2013**. Meeting the minimum requirements does not guarantee an interview. Upon Board approval, expected date of employment will be Monday, December 2, 2013.

ADDITIONAL INFORMATION:

Human Resources
Lake Tahoe Community College District
One College Drive, South Lake Tahoe CA 96150-4524
(530) 541-4660, Ext. 226
FAX: (530) 541-8611
peshon@ltcc.edu

SPECIAL ACCOMMODATIONS: If you are in need of special services or facilities due to a disability in order to apply or interview for a position, plase call Human Resources at 541-4660, ext. 221.

LAKE TAHOE COMMUNITY COLLEGE IS AN EQUAL OPPORTUNITY EMPLOYER.
WOMEN, MINORITIES AND THE DISABLED ARE ENCOURAGED TO APPLY.

NOTE: All persons hired by Lake Tahoe Community College are required to prove employment eligibility in compliance with the Immigration Reform and Control Act of 1986, and obtain a current tuberculosis clearance prio to beginning work.

DATE OF ANNOUNCEMENT: October 7, 2013

LAKE TAHOE COMMUNITY COLLEGE DISTRICT
One College Drive
South Lake Tahoe, CA 96150

Position: _____

Date: _____

APPLICATION FOR ACADEMIC EMPLOYMENT

Please complete each of the following sections. Candidates wishing to apply for more than one position must submit duplicate materials for each vacancy.

Name_____

Mailing Address_____

Home Phone_____ **Work Phone** _____

Cell Phone _____ **E-mail** _____

ACADEMIC PREPARATION
Attach unofficial transcripts showing college/university degrees conferred.

College/University Name and Location	Units Completed Sem/Qtr	Major	Degree

CALIFORNIA COMMUNITY COLLEGE CREDENTIALS (if any)

TYPE OF CREDENTIAL	SUBJECT MATTER AREA	EXPIRATION DATE

WORK EXPERIENCE
List all occupational and teaching experience within the last ten years. List most recent experience first.

1. EMPLOYER	ADDRESS

SUPERVISOR	TITLE	PHONE

YOUR JOB TITLE	DATES FROM/TO	F/T	P/T	REASON FOR LEAVING

REPRESENTATIVE DUTIES

2. EMPLOYER	ADDRESS

SUPERVISOR	TITLE	PHONE

YOUR JOB TITLE	DATES FROM/TO	F/T	P/T	REASON FOR LEAVING

REPRESENTATIVE DUTIES

3. EMPLOYER	ADDRESS

SUPERVISOR	TITLE	PHONE

YOUR JOB TITLE	DATES FROM/TO	F/T	P/T	REASON FOR LEAVING

REPRESENTATIVE DUTIES

4. EMPLOYER	ADDRESS

SUPERVISOR	TITLE	PHONE

YOUR JOB TITLE	DATES FROM/TO	F/T	P/T	REASON FOR LEAVING

REPRESENTATIVE DUTIES

REFERENCES

Please list persons who have recent knowledge of your professional qualifications.

NAME	TITLE/COMPANY	PHONE
1.		
2.		
3.		

LANGUAGES

Other than English, please list any language(s) you speak or write fluently: _____

Have you ever been convicted or pleaded nolo contendre for any crime other than a minor traffic violation? (A "yes" does not automatically disqualify you from further consideration. You will be fingerprinted.) _____ ***If yes, please describe in full on a separate page.***

PLEASE READ AND SIGN BELOW

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my educational and professional history, including reference checks whether or not the names were supplied by me.

_____ _____

Signature of Applicant Date

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

Lake Tahoe Community College District adheres to Title IX of the Educational Amendment Act of 1972 and the Rehabilitation Act of 1973 and is an Affirmative Action Employer. All persons hired by Lake Tahoe Community College District are required to prove employment eligibility in compliance with the Immigration Reform and Control Act of 1986.

SPECIAL ACCOMMODATIONS

If you are in need of special services or facilities due to a disability in order to apply or interview for an opening, please contact Human Resources at (530) 541-4660, ext. 226.

SUPPLEMENTAL APPLICATION

FOR EQUIVALENCY DETERMINATION

The information requested below is required of all candidates **NOT HOLDING THE STATED MINIMUM QUALIFICATIONS** who are seeking consideration on the basis of **EQUIVALENCY**. Candidates making application under the equivalency basis shall complete this supplemental form, as well as submit any additional materials, which support the equivalency process.

1. List all academic preparation that you wish to be considered to determine equivalency. Please be specific regarding the institution, course title, unit value of coursework (graduate, upper division, etc..) and to which degree(s) it is equivalent. **Transcripts must be attached**. Course descriptions should be attached if available.

2. List all relevant professional/work experience (teaching and non-teaching) that should be considered to determine equivalency. Please give details including dates, places, job titles, and duties performed. Verification of experience should be attached.

3. List any other relevant accomplishments that should be considered to determine equivalency. (This could include, but would not be limited to: research publications, seminars, professional performances/exhibitions, honors, awards, etc.)

4. List specialized skills, knowledge, and abilities that should be considered to determine equivalency.

Lake Tahoe Community College
Demographic Survey (Confidential)

The following information is necessary for Lake Tahoe Community College to evaluate its recruitment and hiring practices and to prepare reports required by state and federal agencies. The information you provide is strictly confidential and is removed from your application form. Your cooperation in voluntarily providing this information is greatly appreciated.

Name:		Position Applied For:	
Date:		Gender:	☐ Male ☐ Female

Are you a person with a disability? ☐ Yes ☐ No If yes, do you need any accommodation(s)? ☐ Yes *If yes, please call Human Resources at (530) 541-4660, ext. 226.*	*As defined in the Americans with Disabilities Act of 1990, a disabled person is one who: 1) Has a physical or mental impairment which substantially limits one or more major life activities; 2) Has a record of such an impairment; or 3) Is regarded as having such an impairment.

Heritage:	☐ **Asian excluding Filipino**: All persons having origins in any of the original people of the Far East or Southeast Asia (Chinese, Japanese, Korean, Laotian, Cambodian, Vietnamese, Asian Indian, Other Asian). ☐ **Black/African-American**: (not of Hispanic origin): All persons having origins in any of the black racial groups of Africa. ☐ **Filipino:** All persons having origins in any of the original people of the Philippine Islands ☐ **Hispanic** (Chicano/Latino/Mexican-American): All persons of Mexican, Puerto Rican, Cuban, Central or South America, or other Spanish culture or origin, regardless of race. ☐ **Native American**: All persons having origins in any of the original people of North America and who maintain cultural identification through tribal affiliation or community recognition. ☐ **Pacific Islander:** All persons having origins in Guamanian, Hawaiian, Somoan or other Pacific Islander group. ☐ **White/Caucasian** (not of Hispanic origin): All persons having origins in any of the original people in Europe, the Indian Subcontinent, or the Middle East. ☐ **Other foreign national** (please specify): ☐ **Decline to state**
Status:	☐ Veteran ☐ Vietnam Veteran ☐ US Citizen ☐ Permanent Resident

Recruitment Information: How did you hear about this position/job?

☐ Chronicle of Higher Education
☐ Chancellor's Registry
☐ College Employee
☐ College Placement Office
☐ District Web Site
☐ Local Publication: ☐ Tahoe Tribune; ☐ Other (please specify):
☐ Job Fair (please specify location):
☐ Journal or other discipline publication (please identify):
☐ Word of Mouth
☐ Other (please specify):

We appreciate your assistance in providing statistics to help us improve our recruitment efforts.

Lake Tahoe Community College, One College Drive, So. Lake Tahoe, CA 96150