



JOB ANNOUNCEMENT

Teaching & Learning Co-Coordinators (1.0 RT) Faculty Chair, Teaching and Learning Committee Senate Officers Committee, Ex-officio Member

SEEKING ONE POSITION

0.50 LED Per Co-Coordinator Reassigned Time
(Fall & Spring Semester)
Fall 2025-Spring 2027
Two-Year Term

This position is open to full-time faculty at Cuyamaca College

The Teaching and Learning Co-Coordinators serve as co-leaders for Teaching and Learning; each faculty member will have 0.50 reassigned time and will share the duties and responsibilities as outlined below. Co-Coordinator appointments are staggered to ensure continuity.

The Teaching & Learning Co-Coordinators will bring an equity-minded and anti-racism focus and expertise to professional development, teaching and learning, and the co-coordinator position. They work collaboratively with the Dean of Student Success and Equity, the Institutional Effectiveness, Success, and Equity Office, the Teaching and Learning Committee, the Classified Senate, and the Administrators Association members at Cuyamaca College. The Teaching and Learning Co-Coordinators will report out to the Academic Senate and the Student Success & Equity Council.

Qualifications:

- Expertise in equity-minded and anti-racist approaches to professional development and teaching and learning based on relevant literature focused on social justice-based frameworks in higher education or related fields with the goals of eliminating classroom and student services equity gaps, improving college culture and climate, and improving employee retention.
- Established commitment to the College's mission, vision, and strategic goals and commitment to racial equity, social justice, and student-centered practices
- Prior experience facilitating the Equity-Minded Teaching & Learning Institute (EMTLI) or successful completion of the EMTLI.

Programming, Communication, and Collaboration

1. In collaboration with the Teaching & Learning Committee:
 - Develop the direction and priorities of professional development based on the College's strategic priorities and commitment to racial equity, social justice, and student-centered practices, in addition to needs assessments and AB 1725 guidelines.
 - In collaboration with the Teaching & Learning Committee, develop annual goals for professional development using data from a variety of sources including professional development activity evaluations, needs assessment data, etc.
 - Disseminate professional development activities (as outlined above) during flex weeks and throughout the year for all employees (faculty, classified, and administrators).
2. In collaboration with the Teaching & Learning Committee chairs:

- Create and approve content, forms, and language related to professional development and teaching and learning, specifically:
 - Needs assessments and evaluations/surveys
 - Websites and appropriate faculty and staff resources
 - Vision Resource Center
 - Participate in the prioritization of funds allocated to professional development and teaching and learning (both individual requests and the PD/T&L budget) to support the College's goals and priorities (as stated above) and in accordance with state regulations. Equity and anti-racism activities/events will be prioritized.
3. Consult with professional development colleagues at Grossmont College and the District on district-wide professional development activities.
 4. Prepare and deliver presentations to participatory governance groups.
 5. In collaboration with the Dean of Student Success and Equity, College President, and professional development colleagues at Grossmont College and the District, plan, coordinate, and disseminate the onboarding, community-building, and retention program (THRIVE) for all employees.
 - Plan and facilitate welcome, community, and employee group-specific events (base hours listed below).
 6. Plan and coordinate the Teaching Dialogues Community of Practice and other communities of practice as appropriate and feasible (hours listed below)
 7. Review and approve faculty professional development activities (VRC external training requests) to ensure they support the College's goals and priorities and meet state regulations.
 8. Lead the Equity Minded Teaching & Learning Institute
 - Plan and implement existing EMTLI curriculum grounded in the following theories/concepts:
 - Critical race theory in an educational framework
 - Commitment to social justice education
 - The classroom as a site for social change
 - The community cultural wealth of students
 - Plan, develop, and prepare EMTLI sessions over the course of the academic year (Fall to Spring); collaborate with members of the IESE Office as needed.
 - As needed, receive training from prior Student Success and Equity Coordinators.
 - Facilitate sixteen, 2-hour, interactive EMTLI sessions (8 sessions per semester)
 - Plan and coordinate with identified session presenters (external and internal)
 - Maintain and update the EMTLI Canvas container for each session
 - Communicate with EMTLI cohort members (typically 20-30) related to sessions, homework, compensation, and general inquiries.
 - Communicate with and assist EMTLI cohort members (typically 20-30) in completing e-portfolio components
 - Review and provide feedback on e-portfolio components for typically 20-30 submissions
 - Assist the Dean in recruiting future EMTLI cohorts (6-8 months prior to new cohort beginning)

Committee Membership and Meetings

One Co-Coordinator will attend SOC and Senate and the other will attend SSEC and OTLC:

9. Serve as an ex-officio member of the Senate Officer's Committee and as a resource person for Academic Senate
 - Senate Officers Committee (SOC) Tuesdays 11:00am-12:30pm (6 hours)
 - Academic Senate Meeting, 2nd and 4th Thursday, 2-3:45pm (3.5 hours)
10. Serve as a member of the Student Success & Equity Council, 2nd and 4th Friday, 9-11am (4 hours)
11. Online Teaching & Learning Committee, 2nd Friday, 10am-12pm (2 hours)
12. Prepare and report out (once a semester) to the following groups (1 hour a month)
 - Teaching & Learning Committee

- Academic Senate
- Student Success & Equity Council
- Cuyamaca College Council

Both Co-Coordinator will attend the following meetings:

13. Serve as Tri-Chair of the Teaching & Learning Committee, 3rd Wednesday, 2-4pm (2 hours)
14. Plan and prepare for Teaching & Learning Committee meeting (2 hours)
15. T&L Coordinators 1-on-1 with the Dean of Student Success & Equity (1-2 hours)
16. Facilitate THRIVE welcome, community, and employee group-specific events (3 hours)
17. Plan and prepare THRIVE events (2 hours)
18. Teaching Dialogues (4 hours)
19. Plan and prepare for Teaching Dialogues sessions (2 hours)
20. Standing meeting with President (1 hour)
21. Report out to appropriate senates, committees, and councils (1 hour)
22. Coordinate PD & THRIVE with Grossmont and District Colleagues (1 hour)
23. EMTLI planning meetings (4 hours)
24. EMTLI sessions (4 hours)

Application Process: Submit a letter of interest to include:

1. Why are you interested in this assignment?
2. How do you envision carrying out the duties and responsibilities?
3. What in your background qualifies you for this assignment?

Submit your letter of interest directly to Debi Ridulfo (debi.ridulfo@gcccd.edu).

Selection: Candidates will be interviewed by the Academic Senate President, Sr. Dean Institutional Effectiveness & Student Equity, and current Teaching & Learning Co-Coordinator. It is anticipated that interviews will be conducted as soon as is possible after deadline date, and will then be announced to the college.