California State Polytechnic University, Pomona
DON B. HUNTLEY COLLEGE OF AGRICULTURE
Department of Animal & Veterinary Sciences
LECTURER/EQUINE ACADEMIC PROGRAM COORDINATOR (EAPC)
Non-Tenure Track, full time, Academic Year appointment
Starting Date: August 17, 2020

Applicants must complete their online application and submit requested materials to Dr. Shelton Murinda, Chair of Animal and Veterinary Sciences (semurinda@cpp.edu) by close of business day on March 31st, 2020 to receive priority consideration for this position.

California State Polytechnic University, Pomona (CPP) invites applications for a full-time academic year lecturer position with an additional summer appointment in the Department of Animal & Veterinary Sciences to support the equine minor.

POSITION SUMMARY: The Equine Academic Program Coordinator (EAPC) provides leadership, and creates, plans, and implements the growth of the Equine Studies minor and expansion of academic equine programming, such as, internships and student exchange programs. Primary responsibilities include recruiting and advising students; establishing and managing an effective curriculum; and teaching undergraduate courses in the minor.

The Lecturer/Equine Academic Program Coordinator will teach one or more sections of courses from the list shown below, depending on their expertise and availability.

COURSES in the EQUINE MINOR:

- ABM 3290 – Equine Enterprise Management (3 units)
- ABM 4300 – Equine Appraisal and Evaluation (3 units)
- AVS 1125/1125L – Equine Management Science and Lab (3 units/1 unit)
- AVS 3355 – Equine Nutrition (3 units)
- AVS 3365/3365L – Equine Herd Health and Lab (3 units/3 units)
- AVS 3450 – Equine Genetics and Breeding Principles (3 units)
- AVS 4125 – Advanced Equine Management (3 units)
- AVS 4350 – Equine Exercise Physiology (3 units)
- AVS 4434 – Equine Reproduction (3 units)

This position will work closely with The W.K. Kellogg Arabian Horse Center (AHC) which is dedicated to promoting the legacy of the Kellogg Arabians by providing a venue where students and the public can learn more about the Arabian horses. The AHC provides an environment where students learn about the Arabian horses and the horse industry, supports the learn-by-doing educational mission of the University, and continues the tradition of breeding and raising high quality show horses.

The College: The Huntley College of Agriculture was founded in 1938 and currently has an enrollment of approximately 2,380 students. As the founding college of the University, instruction in the College of Agriculture
is offered in eight majors leading to the Bachelor of Science degree. There are four Master of Science sub-plans offered in Animal Science, Agricultural Science, Nutrition & Food Science, and Plant Science.

The College of Agriculture prepares students for careers in a wide variety of positions throughout the agricultural, food, apparel/textile industries, environment, science, and healthcare fields. Career opportunities are found in business, industry, education, conservation, recreation, specialized services, governmental work, as well as production. For further information, visit the College website at: http://www.cpp.edu/~agri/.

MAJOR DUTIES AND RESPONSIBILITIES:

- Teach courses in support of the program.
- Schedule and conduct office hours following university policy.
- Complete all grading assessments as required in a timely manner per syllabus and departmental requirements.
- Fulfill institutional responsibilities associated with the minor including (but not limited to): program and course assessment.
- Develop recruitment materials for prospective students and establish procedures for the dissemination of program information to colleges, universities, and individuals requesting information on the Equine Studies minor.
- Update and maintain the Equine Studies minor website and all outreach materials.
- Provide on-going information regarding equine educational opportunities, scholarships, and other career enhancing information to students.
- Seek input on the program from students, alumni, and employers of alumni regularly.
- Respond to phone/email requests from current and prospective students to answer questions related to the Equine minor and equine related educational career opportunities.
- Attend Department faculty meetings.
- Attend Freshmen and Transfer Summer Orientations to present Equine Studies minor information.
- Maintain professional knowledge in areas relevant to teaching expertise.
- Actively demonstrate a commitment to student engagement, action-research, experiential learning, and project-based learning.

MINIMUM REQUIREMENTS

- Master’s degree from an accredited institution in Equine Science or Animal Health with experience/emphasis in equine physiology, equine nutrition or other related area.
- Higher education teaching experience
- Ability to teach equine science courses

DESIRED QUALIFICATIONS
Demonstrated ability in the use of various teaching techniques that ensure both student engagement and active learning.

Strong collaboration skills.

High degree of professionalism.

Three or more years of university teaching experience.

Proficiency in use of word processing and spreadsheet software.

Ability to promote effective professional relationships in the practice of equine education.

Ability to communicate clearly and effectively in both written and verbal form.

Experience with learning management systems.

Ability to motivate and mentor students.

**SALARY COMPENSATION:** Salary is commensurate with the education, qualifications and experience of the individual. The appointment is an Academic Year appointment plus a summer. The position is a lecturer position under the lead of the Chair of the Animal & Veterinary Sciences Department with guidance from the Executive Director of the Arabian Horse Center and supervision from the Dean of the Huntley College of Agriculture.

**ABOUT CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA:**

**The University:** Cal Poly Pomona, one of two polytechnic universities in California, is a member of the 23-campus California State University system. Our student population of approximately 27,300 enrolls in 51 baccalaureate, 30 master’s degree programs, 11 credential and certificate programs, and a doctorate in Educational Leadership, presented by 1,200 faculty and 1,200 staff. We recruit successful and career-focused students from throughout California and beyond. We are proud of our status as a Hispanic Serving Institution. We have a strong commitment to supporting scholarship, research, and student achievement. Our scenic and historic 1,400-acre campus, once the winter ranch of cereal magnate W.K. Kellogg, is located about 30 miles east of downtown Los Angeles. Southern California is one of the most dynamic economic and cultural environments in the country, and the campus is within an hour’s drive of beaches, mountains, and desert. The university is committed to diversifying its faculty and staff and has made educational equity one of its highest priorities. The mission of the university is to advance learning and knowledge by linking theory and practice in all disciplines, and to prepare students for lifelong learning, leadership, and careers in a changing, multicultural world.

**BENEFITS:** An excellent comprehensive benefits package is available for qualifying applicants which includes medical, dental, vision, and life insurances, retirement plans, academic fee waiver, vacation and sick leave.

**SPECIAL REQUIREMENTS:** The person holding this position is considered a mandated reporter under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

**ELIGIBILITY TO WORK:**

- *Proof of legal right to work in the United States is required prior to beginning employment.*
A background check (including criminal records check) is required prior to employment.

Official transcripts or similar documents as proof of highest earned degree, plus any license or professional registration if applicable, must be submitted prior to beginning employment.

APPLICATION PROCESS: Interested parties must submit the packet of information requested below:

1. CPP Application for Academic Employment (required)
2. CPP Supplemental Academic Employment Application Form
3. Letter of interest, including a student success statement about working and/or engaging with a diverse student population
4. Curriculum Vitae
5. Names, addresses, and telephone numbers of at least three professional references that will be contacted to provide a reference check

Applicants not selected for an interview will be notified only after the position closes and the successful candidate has been selected.

Submit application packet to:

Dr. Shelton Murinda
Animal and Veterinary Sciences Department
California State Polytechnic University, Pomona
3801 West Temple Avenue
Pomona, CA 91768
or
semurinda@cpp.edu (preferred)