



# 4CD Teaching Excellence Faculty Internship Prospective Interns

## Program Overview

**We are excited to introduce our faculty internship program at Contra Costa Community College District (4CD).** The program is titled the “4CD Teaching Excellence Faculty Internship” (4CD TEFI) and will provide opportunities for qualified individuals that are interested in pursuing a teaching career at a California community college in Science, Technology, Engineering, and Mathematics (STEM). This is a paid internship opportunity that will commence in the 2024-2025 academic year. The Fall 2024 semester will consist of Saturday workshops conducted by faculty leads focusing on teaching strategies incorporating principals of diversity, equity, and inclusion. The Spring 2025 semester will pair our interns with a faculty mentor to co-teach and shadow in an actual class section. Our successful interns will be honored at their own graduation ceremony at the conclusion of Spring 2025, and will be equipped with the knowledge and tools to become successful classroom instructors.

## Who we are looking for:

The 4CD TEFI will be open to anyone interested in teaching at a community college and to qualified 4CD Classified Professionals who meet the following qualifications dependent on discipline:

For Academic fields

- Master’s degree holders from an accredited institution or university.
- Graduate students nearing completion of a Master’s degree from an accredited institution or university.

For Career/Technical fields

- Bachelor’s degree holders with a minimum of two years of full-time occupational experience in a technical or vocational field.
- Associate’s degree holders with a minimum of six years of full-time occupational experience in a technical or vocational field.

Our original cohort will focus on the Science Technology Engineering Mathematics (STEM) disciplines, including but not limited to the following:

- Sciences (Biological, Environmental, Horticulture, Oceanography, Astronomy, Chemistry, Geology, Physics, Allied Health, Nursing, Emergency Medical Services, Dental Assisting and Hygiene)
- Technology (Automotive, Construction, Electrical and Electronics Technology, Energy Systems, HVACR, Plumbing, Steamfitting)
- Engineering (Computer Science, Engineering, Engineering Technology, Architecture, Industrial Design, AutoCAD)
- Mathematics (Mathematics, Statistics)



## Timeline

**Spring 2024** – recruitment period for interns, faculty leads, and faculty mentors.

**Fall 2024** – Eight Saturday workshops taught by our faculty leads focusing on teaching strategies promoting equity and inclusion in a community college classroom. Examples of topics could include panels with our faculty mentors, panels with our students, course design and curriculum development, syllabus and course outline, student learning outcomes, biases, learning and teaching styles, teaching demonstrations, emotional intelligence, DSPS services, how to successfully prepare for and navigate the faculty hiring process, as well as many other topics.

**December 2024** – Holiday mixer with interns, faculty leads and mentors. Social and networking event to celebrate the completion of the Fall workshops, with eyes towards our Spring classroom experience.

**Spring 2025** – Co-teaching and shadowing a faculty mentor in an actual classroom. Exposure to all aspects of teaching, establishing learning outcomes and evaluating those outcomes.

**May 2025** – Graduation Ceremony for our successful interns. Honoring their accomplishments as well as the efforts of our faculty leads and mentors.

## Commitment and Compensation

Interns should expect to attend eight separate six-hour trainings on Saturdays during the Fall semester. The schedule will be published later and will exclude holiday weekends. The location of the trainings will vary with an intent to introduce our interns to all our great colleges. A remote session could also be an option, with district technology provided to our interns.

A class section to shadow and co-teach with a mentor, in the Spring 2025 semester, will be organized during the Fall 2024 semester. The time commitment will be worked out between the intern and mentor, but should at least involve the attendance of each class session as well as some preparation. Current employees would need to free up time to commit to the classroom; this will need to be approved by the supervisor.

Participating interns will be hired as district employees for the purposes of the program. Interns will be paid \$3,500 for the academic year broken out into two equal stipends of \$1,750 paid at the conclusion of each semester.

### If you have any questions, please contact:

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**Let's strengthen our stem programs together, for our students' current and future successes!**

