



## Vietnamese, World Languages Department, Division of Language Arts, Part-Time/Adjunct

The San José Evergreen Community College District is seeking a part-time adjunct faculty member to teach Vietnamese language skills—covering reading, writing, conversation, and cultural literacy—at Evergreen Valley College in the World Languages Department within the Division of Language Arts.

Course Description of Teaching Assignment Fall 2025 and/or Spring 2026

Modality: In-Person or Online

### VIET 001A - Elementary Vietnamese

This is the first course in Vietnamese with emphasis on understanding, speaking, reading and writing. Essential components include pronunciation, vocabulary, grammar and syntax, cultural backgrounds and an introduction to Vietnamese literature and culture. This course corresponds to two years of high school Vietnamese language study.

### VIET 001B - Elementary Vietnamese

This is the second course in Vietnamese with emphasis on understanding, speaking, reading and writing. Students further develop skills in oral and written communication in the Vietnamese language. Students will cover essential language components including spelling, pronunciation, intonation, vocabulary, grammar, syntax structure, as well as continue examination of Vietnamese literature and culture.

### VIET 091A - Conversational Vietnamese and Culture

This course is designed for students desiring a basic, practical conversational approach to learn the Vietnamese language. The course emphasizes conversation and vocabulary building with a minimal amount of grammar. A variety of classroom activities will permit the students to actively use the language. Cultural topics will center on Vietnamese customs and traditions, including family concepts, religions, special events and food, as well as the history of Vietnam. Field trips may be required.

### **Duties and Responsibilities**

The instructor's assignment will include the following:

1. Teach courses in assigned discipline by communicating subject matter clearly and effectively.
2. Adapt methodologies for students with special needs and different learning styles.
3. Demonstrate commitment to professional development, including but not limited to activities such as: participation in professional conferences, workshops, seminars, membership in professional organizations, research projects, publishing academic work, participation in statewide committees or organizations, etc.
4. Demonstrate sensitivity in working with students and staff of diverse racial, ethnic, academic and socio economic backgrounds, sexual orientation, and disabilities by showing respect for differences and the dignity of others.
5. Participate in faculty responsibilities such as: course and curriculum development and review, student learning outcomes and assessment, program review, committees, research and special projects as needed in the discipline/department or district.
6. Attend and participate in department, division and college meetings and keep posted office hours.
7. Meet record keeping obligations on time, e.g. grades, census, reports, rosters, textbook orders, and requisitions.
8. Maintain and provide current course syllabi as required by California Education Code and Board policy.
9. Foster a professional work and learning environment.
10. Perform other duties as required by the Collective Bargaining Agreement.

### **Minimum Qualifications: Education and Experience**

1. Master's in the language being taught

**Or**

Bachelor's in the language being taught **and** Master's in another language or linguistics

**Or**

\*The Equivalent

2. Demonstrated sensitivity, knowledge, and understanding of the diverse academic, socioeconomic, gender, gender identity, cultural, disability, and ethnic backgrounds of the students we serve and sensitivity to and knowledge and understanding of groups historically underrepresented, and groups who may have experienced discrimination.

3. Success integrating diversity as appropriate into the major duties outlined in the job description and in the duties listed in the District's hiring policy; or demonstrated equivalent transferable skills to do so.

NOTE: Equivalency review is for degrees not in the exact discipline, only. If you have a degree earned outside of the United States, a U.S. credential evaluation must be attached with your application materials. (See \*Foreign Degrees section below).

4. Bilingual abilities, Vietnamese and English

#### **Desired Qualifications**

1. Education or experience with preparation to teach elementary, intermediate, or advanced Vietnamese language courses.
2. Training or experience online distance education formats.

#### **Equivalency Information:**

Applicants applying under equivalency bear the responsibility of submitting the District's Equivalency Application form with details and evidence of the factors (academic preparation and/or experience) that they believe to be equivalent of the required qualifications as listed on the Job Announcements. Application(s) for equivalency are required if the degrees are not in the exact discipline required for the applicable position, according to the California Community College Minimum Qualifications (select link below to review).

**NOTE:** Equivalency review is for degrees not in the exact discipline, only. If you have a degree earned outside of the United States, a U.S. credential evaluation must be attached with your application materials. (See \*Foreign Degrees section below).

#### **California Community College Minimum Qualifications**

[2020 Handbook: Minimum Qualifications for Faculty and Administrators in CCC](#)

#### **District Equivalency Form**

[SJECCD Academic Equivalencies Application](#)

#### **Foreign Degree**

Degree(s) must have been awarded by a college or university accredited by an accrediting body recognized by the U.S. Council on Post-Secondary Accreditation and/or the U.S. Department of Education. All degrees and credits earned outside of the United States must have a U.S. evaluation (course by course) of the transcripts and must be submitted with the application. Degrees earned outside of the U.S. without a U.S. credential evaluation attached, will not be considered.

#### **Salary Placement is based on candidate's verified education and experience.**

[SJECCD 2025-2026 Adjunct Lecture Salary Schedule \(per semester\)](#)

Assignments may include day and evening responsibilities. This position is represented by the San José-Evergreen Community College District Federation of Teachers, AFT 6157.

Please apply using the Direct Link below:

Adjunct/Part-time Faculty

Direct Link: <https://sjeccd.peopleadmin.com/postings/3366>

Position #F19014, Open and Continuous

#### **LOCATION and CONTACT INFORMATION**

This teaching assignment is located at Evergreen Valley College in the [Division of Language Arts](#), World Languages Department. For inquiries about the teaching assignment, contact Dean of Language Arts.

Robert Gutierrez  
Division Dean, Language Arts Evergreen Valley College  
3095 Yerba Buena Road, San José, CA 95135 Language Arts Building, LA-339A  
[robert.gutierrez@evc.edu](mailto:robert.gutierrez@evc.edu), (408) 223-6793

For inquiries regarding application submission, contact SJECCD Human Resources.

HR/ Employment Services Office of Human Resources  
San Jose/Evergreen Community College District  
Phone: (408) 270-6414  
Email: [hremploymentservices@sjeccd.edu](mailto:hremploymentservices@sjeccd.edu)  
Employment Sites: [www.sjeccd.edu](http://www.sjeccd.edu) or  
<https://jobs.sjeccd.edu>