

Faculty Coach for Regular and Substantive Interactions in Distance Education Special Project Agreement

Job Title: Faculty Coach for Regular and Substantive Interactions in Distance Education

Location: This position is anticipated to work remotely and on-site at any of Hartnell College's campuses/centers as needed.

Reports To: Dean of Distance Education

Project Duration: October 6, 2025 - December 13, 2026 (with opportunity for renewal)

Status: Full-time and Part-time faculty experienced with successful RSI implementation are encouraged to apply.

Number of Positions: The number of coaching positions is proportional to the number of faculty teaching asynchronous courses in each MetaMajor. The approximate number is as follows: Agriculture, Business & Industries (1); Arts and Languages (4); Health Sciences (1.5); STEM (3); Social Sciences (2.5); Counseling/LSK (1).

Position Summary

Hartnell College is seeking collaborative Faculty Coaches for Regular and Substantive Interactions (RSI) in Distance Education. This position is open to full-time and part-time faculty with demonstrated excellence in incorporating RSI in online teaching, and a commitment to equity-minded, accessible, and high-impact online learning.

Working under the Dean of South County Education Service & Distance Education, the Coaches will be instrumental in building a sustainable and inclusive online learning ecosystem. They will provide mentorship and support to faculty within their MetaMajor, assisting in documenting and enhancing effective RSI strategies used in their online classes. An *RSI Tracking Tool* was developed by the Distance Education Committee, is in alignment with HCFA Contract, meets ACCJC guidelines, and has been approved by the Academic Senate. This *Tool* will support the documentation needed for accreditation review; it is not connected to the Faculty Evaluation process. Coaches need to be able to support faculty either remotely or on-site at any of Hartnell College's campuses/centers to meet faculty needs. Mileage will be reimbursed.

Each Coach will be assigned to approximately 10 faculty members within their MetaMajor. Given that the number of faculty teaching online varies among the MetaMajors, the actual number of assigned faculty may vary, and compensation will be adjusted accordingly. The approximate number of Coaches per MetaMajor is as follows: Agriculture, Business & Industries (1); Arts and Languages (4); Health Sciences (1.5); STEM (3); Social Sciences (2.5); Counseling/LSK (1).

Essential Duties and Responsibilities

1. Faculty Coaching & Mentorship

- Support faculty in meeting ACCJC RSI standards and Article 22 of the HCFA contract by providing ongoing coaching and mentorship focused on online pedagogy and Regular and Substantive Interactions.
- Assist faculty with documentation of the RSI strategies used in their courses, promoting the sharing of best practices and enhancing teaching effectiveness.
- Provide Canvas-related training to assist with the implementation of RSI strategies in a collaborative environment that fosters professional growth.

2. Strategic Planning & Implementation

- Maintain regular ongoing communication with the Dean of Distance Education through meetings and emails, providing updates on faculty progress and distance education trends.
 - Report technology challenges to enhance Canvas usage and troubleshoot DE instructional challenges.
-

Minimum Qualifications

- Current Hartnell College faculty member.
 - Demonstrated excellence in online teaching using Canvas.
 - Deep knowledge of RSI standards in online education and alignment with ACCJC.
 - Experience with or understanding of contractual requirements for online teaching (HCFA).
-

Number of Coaches Needed per MetaMajor

- The approximate number of coaches per MetaMajor is as follows: Agriculture, Business & Industries (1); Arts and Languages (4); Health Sciences (1.5); STEM (3); Social Sciences (2.5); Counseling/LSK (1)
 - Teams of 10 faculty members are assumed per coach. The actual number of assignments will be based on need and the Coach's availability.
-

Compensation

- Coaches will be compensated \$400 per faculty member who completes the RSI project with their assistance.
 - Mileage will be reimbursed, if applicable, based on Hartnell College mileage reimbursement policies.
-

Application Process

- Interested faculty should submit a one-page letter outlining their experience with RSI, their approach to online teaching, and their approach to coaching peers.
- Applications are due by 12:00 noon on Tuesday, October 7, 2025.