JOB POSTING
Instructor of Practical Nursing
(Nicholas County Campus – Summersville, WV)

Summary of Responsibilities:

Practical Nursing Instructors are responsible for teaching and supervising students in the classroom and clinical settings. Also responsible for curriculum development and student guidance. This position is an 11-month term faculty position.

Education:

Baccalaureate degree in Nursing (BSN) is required, Master’s degree in Nursing or Education preferred

Qualifications and Requirements:

- Must be a Registered Nurse currently licensed in West Virginia without practice restrictions
- Minimum of three (3) years of professional RN experience, with the most recent experience within three (3) years immediately preceding employment
- One (1) year of patient care experience in acute, intermediate, or long-term care
- Two (2) years experience in one or more of the following areas: Teaching, supervision, or administration
- Demonstrate evidence of continuing education.
- Demonstrate ability to relate and work effectively with students, peers and the public.
- Commit to the philosophy and objectives of the School of Practical Nursing.
- Meet the academic, clinical and physical demands of the program.
- Assist with School of Practical Nursing administrative duties as assigned by the Director of the School of Practical Nursing and the Chief Academic Officer (CAO).
- Maintain membership in professional nursing organizations.
- Devote the amount of time needed to become an effective classroom and clinical instructor.
- Demonstrate willingness to work in a culturally diverse setting.
- Provide own transportation and be punctual and regular in attendance.
- Demonstrate or be willing to acquire typing and computer skills.

Responsibilities:

- Communicate with the practical nursing program director and other nursing faculty at least weekly and as necessary.
- Attend a minimum of five (5) Practical Nursing faculty meetings each academic year.
- Attend Practical Nursing Advisory Committee meetings as requested by the Practical Nursing Program director or CAO.
- Serve as a liaison to community and professional agencies.
- Assist with the maintenance of essential school and student records to be used for student and program evaluation and follow-up.
- Visit clinical practice areas as requested by the program director to evaluate student experience and maintain communications with faculty, administration and staff.
- Assist with the planning and implementation of the annual School of Practical Nursing budget.
- Make recommendations to the program director for classroom and clinical faculty evaluation, appointments and promotions.
- Assist with student admission activities, including testing and interviewing, as requested by the program director or CAO.
- Develop course outlines and lesson plans for teaching nursing courses.
• Direct and supervise student learning in the classroom.
• Evaluate and record student performance.
• Participate in counseling and guidance of students related to their course of instruction.
• Select educational resources and materials consistent with program objectives and student need.
• Maintain an environment conducive to student learning.
• Assist with other administrative duties as requested by the Director of the School of Practical Nursing or CAO.
• Adhere to the policies and procedures of New River Community and Technical College and the School of Practical Nursing.

Physical Demands:

• Must be able to stoop, bend, pivot, lift and climb stairs and meet other physical requirements inherent in being a practical nursing instructor.
• Must be able to perform a great deal of standing and walking when teaching and supervising students.

Working Environment:

• Works in a well-lighted and ventilated building with heat and air conditioning.
• May work in a shared office space equipped with telephone, computer, printer and office furniture.

Reports to:

Director, School of Practical Nursing / Nicholas Campus Dean

Application Process:

Only candidates meeting the minimum qualifications will be considered. Candidates must submit the following material: Cover letter to include position of interest, résumé, contact information for three references and copies of college transcripts and certifications to the address below. Review of applications will begin May 28, 2010, 4:00 p.m. Position is open until filled. All positions are subject to funding availability. AA/EOE/ADA

Human Resources
New River CTC
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