

POSITION DESCRIPTION

Instructional Staff/Faculty

POSITION TITLE: Adjunct Clinical Nursing Instructor

ORGANIZATIONAL UNIT:
Instruction

REPORTS TO:
Nursing Program Director

REVISION DATE:
June 2020

I. NARRATIVE GENERAL DESCRIPTION

Instructional staff/faculty of the Nursing Program at Coffeyville Community College are responsible to the Nursing Program Director for instructional and personnel matters, and to fulfill the requirements as outlined in the Memorandum of Agreement. The Adjunct Clinical Nursing Instructor is responsible for the clinical instruction of PN and RN core curriculum as assigned, and to ensure student success on state licensure.

II. FUNCTIONAL RESPONSIBILITIES

- A. Teach clinical PN and or RN courses and/or prepare labs as assigned by the Nursing Program Director.
- B. Contribute to the review of the Nursing Program curriculum as needed.
- C. Revise and update course materials and content to keep all courses current with Kansas State Board of Nursing regulations.
- D. Implement an approved syllabus for each course taught and turn in two copies of each syllabus to the Nursing Program Director each semester.
- E. Contribute to the development of new clinical courses and program initiatives as assigned.
- F. Maintain current licensure and instructional credentials in accordance with Kansas State Board of Nursing requirements.
- G. Assist with state and national reporting requirements for program accreditation.
- H. Participate in the development and implementation of the institutional assessment plan as required for North Central Accreditation.
- I. Participate in the collection of an annual clinical lab inventory of program equipment and supplies.
- J. Complete other duties as assigned by the Nursing Program Director.
- K. Perform duties as outlined in the Memorandum of Agreement.
- L. Meet attendance expectations as required for this position.

III. SUPERVISES THE FOLLOWING STAFF

None.

IV. REQUIRED KNOWLEDGE, SKILLS, AND PERSONAL QUALIFICATIONS

- A. Proven clinical teaching ability.
- B. Excellent communication skills both oral and written.
- C. An understanding of the mission and role of the comprehensive community college.
- D. Ability to stimulate motivation, confidence, and enthusiasm in students.

V. PREFERRED EXPERIENCE

- A. A minimum of two years clinical experience as an RN in a variety of healthcare settings.
- B. Experience in the development and implementation of new courses, programs, and/or continuing education workshops.

VII. REQUIRED EDUCATIONAL BACKGROUND

For PN clinical nursing instruction: Minimum of a Bachelor's Degree in Nursing or actively pursuing a Bachelor's Degree in Nursing from a regionally accredited institution of higher education recognized by the U.S. Department of Education.

For the RN clinical nursing instruction: Minimum of a Master's Degree in Nursing or actively pursuing a Master's Degree in Nursing from a regionally accredited institution of higher education recognized by the U.S. Department of Education.

The Nursing Instructor must maintain a current RN license in Kansas or Multi-State Oklahoma license.

EQUAL OPPORTUNITY EMPLOYMENT AND NONDISCRIMINATION

The College shall be an equal opportunity employer and shall not discriminate in its employment practices and policies with respect to compensation, terms, conditions, or privileges of employment because of such individual's race, color, religion, sex, age, disability, or national origin. Applicants requiring reasonable accommodation to the application and/or interview process should notify the Human Resources Department.