

## POSITION DESCRIPTION

<b>Position Title:</b>	Nursing Instructor	<b>Department/Unit:</b>	Nursing
<b>Classification:</b>	Instructor	<b>Status (exempt or non-exempt)</b>	Exempt
<b>Salary/Grade:</b>	Step 7-9 (\$42.48-44.63 pr hour)	<b>Reports To:</b>	CTE Director for Health and Human Services
<b>Percentage</b>	Part-time	<b>Annual/Academic year</b>	Academic Year – 9 months

### **FACULTY COMMITMENTS FOR STUDENT SUCCESS:**

1. Creating an inclusive classroom environment that is sensitive to and respectful of student diversity.
2. An interest in teaching across the curriculum and interdisciplinary collaboration.
3. Giving students access to learning where and when it supports their success (days, evenings, weekends; at all of our locations; as well as on-line).
4. A passion for pedagogy and commitment to continuous improvement.
5. Excitement about technology; already savvy or excited to learn.
6. Collaborative engagement outside of the classroom to improve institutional outcomes for our students and staff.
7. An entrepreneurial mindset and propensity to “see what is possible”.
8. Faculty ownership and leadership in the classroom, discipline, and College.
9. Collegiality and respect for everyone.
10. Excited about and committed to advancing OCCC’s future: independent accreditation, growth in access and programs, and a great place to work.

Faculty positions are represented by the collective bargaining agreement between American Federation of Teachers and Oregon Coast Community College.

Part time faculty position are term to term appointments and as such the teaching schedule may vary from term to term.

### **TYPICAL DUTIES & RESPONSIBILITIES**

**Teaching and Student Success:** Instruct students using approved course outcome guides and accurate syllabi.

Prepare instructional materials as needed. Meet all assigned classes. Apply the college’s values for teaching and learning. Facilitate learning that applies to students’ academic and career goals. Meet the curricular needs of students at various learning levels. Encourage mutual responsibility for a supportive learning environment. Provide effective teaching strategies in an environment that encourages student and instructor interaction. Actively engage students in the learning process. Encourage creative and critical thinking. Evaluate and grade student progress. Maintain accurate records of student enrollment, attendance, and scholastic progress

## TYPICAL DUTIES & RESPONSIBILITIES (continued)

**Clinical Environment Coordination:** Oversee the coordination of student clinical experience. Responsible for the assignment of student clinical experience, along with the supervision and documentation of the student clinical experience. Maintain a positive and professional working relationship with community partners to provide a positive professional clinical experience for student in their assigned professional clinical setting.

**Professional Responsibilities:** Work collaboratively with colleagues and community partners. Participate in institutional work (such as accreditation and shared governance) to advance the College mission. Attend and participate in meetings that are regional and state, college-wide, department, and program level. Maintain office hours. Assist in the recruitment of students. Undertake activities that promote and support: student success (such as mentoring of students) and College priorities and programs (such as High School outreach and Dual Credit). Interact with students, staff, and administration in a professional manner. Assure effective two-way communication at all levels of responsibility.

**Compliance** Comply with published College Policies and Procedures. Maintain a safe learning and working environment by following all laws, policies and procedures established by the College and through state and federal oversight (such as OSHA and Title IX). Maintain College safety standards in work areas; ensure that students are trained in good safety practices; and make reasonable efforts to ensure that students follow good safety practices.

**Other duties as needed:** Use of media aids, the library, and other resources, as applicable. Requires a flexible work schedule to meet program needs, which may include evenings and/or weekends. Ability to work an instructional schedule that may vary from term-to-term. Ability to travel to a variety of teaching sites throughout Lincoln County.

*The list of essential functions is intended to be representative of the tasks performed by this position. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.*

## EDUCATION & EXPERIENCE

### Minimum Qualifications:

- Associate Degree in Nursing and currently enrolled in an accredited Bachelor's in Nursing program
- Possess current, unencumbered license to practice as a registered nurse through the Oregon State Board of Nursing
- Minimum three (3) years recent, demonstrated registered nursing experience.
- Ability to be approved to teach at designated clinical site(s).
- Maintains currency in applicable certifications; subject matter domain, and developments in field(s) of expertise.
- Possess current healthcare provider CPR certification and show evidence of required immunizations.
- Strong oral and written communication skills.

## **EDUCATION & EXPERIENCE (Continued)**

### **Preferred Qualifications:**

- Medical-surgical nursing practice in acute care settings within the past three years.
- Bachelor's or Master's degree in Nursing from an accredited college or university.
- Prior experience supervising nursing students in a clinical setting.

### **ADDITIONAL REQUIREMENTS**

- Individual hired will be required to complete documentation that will be submitted to the State's Board of Nursing for review, verification, and competency clearance.
- Assignment will be contingent upon candidate's abilities to successfully complete and pass a background and drug screen, confirming candidates are cleared to practice in a long-term care facility (per OAR Chapter 411, division 009).

### **Knowledge, Skills, Abilities and Personal Qualifications:**

- Knowledge of current clinical nursing practices and maintenance of clinical nursing skills
- Knowledge of the scopes and practice for PNs and RNs within the Oregon Nurse Practice Act, administered by the Oregon State Board of Nursing
- Demonstrated ability to develop and implement nursing curriculum
- Ability to effectively present curriculum that is understandable to individuals at various levels of learning and with varying learning needs
- Demonstrated knowledge of current instructional techniques and procedures pertaining to a nursing program and clinical nursing practices.
- Possesses and applies knowledge of professional standards and state guidelines relevant to the performance of nursing instruction.
- Understands, develops, and provides a learning environment that supports diversity and incorporates sensitivity to diversity in the classroom and the workplace
- Serves as a positive role-model for students

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### **WORKING ENVIRONMENT & PHYSICAL REQUIREMENTS:**

Assignments will include clinical teaching at various clinical sites within Lincoln County. Travel between College sites and other locations may be required as needed. Periodic travel and overnight stays outside of Lincoln County may be required for meetings, professional development, and other purposes.

Light physical exertion with occasional, moderate lifting, bending, stooping, and pulling. Ability to carry equipment and tools of moderate weight, using arms and hands. Mobility to move between offices, classrooms, and floors. Ability to hear the conversational voice and effectively communicate responses. Visual acuity to read and evaluate student work and complete and maintain various types of records.

The use of tobacco and smoke-emitting materials and devices including electronic cigarettes, is prohibited on all of the college's campuses, including OCC's building exteriors and parking lots.

## WORKING ENVIRONMENT & PHYSICAL REQUIREMENTS (cont.):

### PHYSICAL DEMANDS

- Complete assigned periods of clinical practice (7-12-hour shifts, days, evenings)
- Transfer patients/clients in and out of bed from stretchers and wheelchairs.
- Control a fall by slowly lowering client to the floor.
- Lift or move (turn, position) clients or objects, pull or push objects, weighing up to 35 pounds.
- Reach to shoulder or higher level to place or access equipment such as intravenous fluid bags, bend or squat to access equipment below bed level.
- Carry equipment and supplies to the client bedside.
- Manipulate small equipment and containers, such as syringes, vials, ampules, and medication packages, to administer medications.

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

*Oregon Coast Community College is an equal opportunity educator and employer.*

Position description should be reviewed annually, updated and new signatures obtained when changes are made to the position description.

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Employee Signature

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Date

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Employee Name (Please Print)

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Supervisor Signature

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Date

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Supervisor Name (Please Print)

HR USE ONLY:

Position Number:	