

Job title:	<b>Instructor, Nursing (Part Time PN Program)</b>
Reports to:	<b>Director of Nursing and Allied Health</b>
Required Qualifications:	<ul style="list-style-type: none"> <li>• Registered Nurse - current and unrestricted Kansas license</li> <li>• 2 years minimum experience in clinical nursing</li> <li>• Current Basic Life Support certification from American Heart Association</li> <li>• Associate's Degree with willingness or evidence of enrollment and plan for completion of BSN program within six years from program start date</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>• Bachelor's Degree</li> </ul>
Preferred Qualifications:	<ul style="list-style-type: none"> <li>• Master's degree in nursing</li> <li>• 2 years recent clinical experience</li> <li>• 2 years previous teaching experience</li> </ul>
Knowledge, Skills, Abilities:	<ul style="list-style-type: none"> <li>• Effective oral and written communication skills</li> <li>• Ability to interact effectively and professionally with students, staff, and faculty</li> <li>• Knowledge of computers and current technology</li> </ul>
Position Summary:	To provide instruction for PN-level nursing courses to students in the Practical Nursing program, as assigned by the program director. Provide input to the Director of Nursing, and Vice President of Instruction relative to new course development and program redesign. Prepare students to succeed in related employment.
Essential Job Function:	<ul style="list-style-type: none"> <li>• Teach an appropriate didactic and clinical load as determined by the negotiated agreement and the needs of the program</li> <li>• Demonstrate a thorough and accurate knowledge of the discipline of Practical Nursing</li> <li>• Prepare and distribute learning syllabi containing course-level learning outcomes for each course assigned to teach</li> <li>• Participate in development and monitoring of program curriculum and student outcomes/assessment</li> <li>• Collaborate with nursing faculty members to prepare for class and lab instruction and show written evidence of preparation upon request</li> <li>• Reinforce all lecture lessons with hands-on experiences when resources permit</li> <li>• Employ a variety of instructional techniques and instructional media</li> <li>• Teach information, skills, and attitudes that support the learning objectives identified for each course including critical thinking, clinical reasoning, and clinical nursing judgment</li> <li>• Present enthusiastic, well prepared, organized, and clear lectures and classroom activities consistent with the course syllabus, as well as labs and clinical experiences compatible with course content</li> <li>• Review, select textbooks and instructional materials for assigned courses</li> <li>• Develop and maintain an environment conducive to high student learning</li> <li>• Display a student-centered approach</li> <li>• Verify and maintain records of student attendance, performance and inform students regularly of their performance in the course</li> <li>• Conduct assessment of student performance, program review process and maintain accurate records as requested, give timely feedback on academic progress relative to quizzes, tests, homework and projects</li> <li>• Serve as academic advisor for students in the program; maintain advising records</li> <li>• Maintain scheduled office hours to ensure accessibility to students and colleagues</li> <li>• Provide input for the departmental budget and work closely with SATC staff to ensure that all assets, materials, supplies, etc., are properly managed</li> <li>• Ensure that safe and reasonable precautions are implemented to protect students, equipment, and facilities</li> </ul>

	<ul style="list-style-type: none"> <li>• Work closely with other faculty, administration and staff; attend meetings, serve on committees</li> <li>• Consistently demonstrate the highest levels of integrity and professionalism</li> <li>• Participate in professional growth activities, certification training, and pursuing additional education required for this position</li> <li>• Work effectively with healthcare representatives to ensure that current skills and techniques are provided in the classroom and lab settings</li> <li>• Assist students in job placement</li> <li>• Attend nurse faculty meetings, staff meeting, college committees, and college activities as required by college administration</li> <li>• At the cost of the employee: <ul style="list-style-type: none"> <li>○ Maintain current unencumbered license as a Registered Nurse in the State of Kansas</li> <li>○ Maintain current Basic Life Support certification from the American Heart Association</li> <li>○ Provide annual proof of negative tuberculosis screening</li> <li>○ Provide annual proof of influenza vaccine</li> <li>○ Maintain health insurance</li> </ul> </li> <li>• Support the vision, mission, and policies of Salina Area Technical College</li> <li>• Perform other duties as assigned</li> </ul>
Physical Requirements:	<ul style="list-style-type: none"> <li>• Occasional physical exertion to manually lift, carry, push, pull or move objects or materials less than 50 pounds</li> <li>• Generally, involves 80% sitting, 10% walking and 10% standing, however some days may require much more walking and standing</li> <li>• Occasional stooping, bending, kneeling, and reaching</li> <li>• Requires acute hearing and speaking skills</li> <li>• Requires fine dexterity to type, enter data and provide written communications</li> <li>• Use of standard office equipment including computers and general office equipment</li> <li>• Work is performed in a busy and noisy environment</li> <li>• Requires prolonged sitting or standing</li> <li>• Requires traveling to various sites</li> <li>• May require evening and weekend work</li> <li>• Consistency of temperament</li> </ul>
Exemption Status:	Salary Exempt
Classification:	Faculty
Full-time or Part-time:	Full-time
Schedule:	PN Part time class schedule to include evenings and weekends--- times according to the Negotiated Agreement and Clinical Schedules
Pay Rate:	To commensurate with education and experience
Benefits Eligible:	Participation in college flexible benefit program which includes partially paid single and family health and dental coverage, 403(b) investment plan, reimbursement accounts, PTO. KPERS (Kansas Public Employees Retirement System is a mandatory 6% contribution)
Start date:	August 2024
Application Process:	<p>To be considered for this position you must submit the following:</p> <ul style="list-style-type: none"> <li>• <a href="#">Online application</a></li> <li>• Letter of interest</li> <li>• Resume</li> <li>• Three professional references</li> <li>• Unofficial copies of transcripts</li> </ul> <p>If hired, official academic transcripts must be submitted to the HR Coordinator</p>
Timeline:	Open until filled
Requirements:	<ul style="list-style-type: none"> <li>• Applicant will be required to pass a drug screen and background check</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Provide proof of the following health records:<ul style="list-style-type: none"><li>○ Hepatitis B series (3 doses) or proof of one positive titer</li><li>○ Varicella (2 doses) or proof of immunity by titer</li><li>○ MMR (2 doses) or proof of immunity by titer</li><li>○ Documentation of tetanus vaccine within the last 10 years</li></ul></li><li>• Submit proof of negative tuberculosis screening</li></ul> |
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This job description may be changed at any time and does not constitute a contract or agreement.

Salina Area Technical College is an [Equal Opportunity Employer](#) and does not discriminate on the basis of race, color, religion, sex, national origin, disability, age, or veteran status.

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Signature

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Date