

Rich Mountain Community College

Position Description

Type Position:	Professional
College Title:	Nursing Instructor
OPM/Legislative Title:	Faculty
Supervisor:	Vice President for Academic Affairs
Area:	Academic Affairs

The Nursing Instructor, acting under the direction of the Vice President for Academic Affairs, designated Division Chairperson, and the Nursing Program Director, ensures excellence in teaching and learning by providing high quality, relevant, and valued instruction in practical nursing coursework. Furthermore, the Nursing Instructor seeks to continue development of the College as a respectful learning environment committed to continuous development and improvement.

The responsibilities of the Nursing Instructor include:

Position Specific:

- Develop course syllabi, teaching resources, related activities and provide instruction for various nursing courses, including clinical.
- Work effectively with the Program Director, Division Chairperson and the Vice President for Academic Affairs to develop, enhance, and promote the Nursing Program.
- Work effectively with colleagues for continued growth and quality of the nursing program
- Effectively advise and register RMCC students
- Schedule a minimum 40 hours per week for classroom theory & skills lab, clinical supervision and office/preparatory time.
- Maintain skills lab area and skills lab supplies.
- Instruct evening courses as needed to assist in providing responsible and flexible access to educational programs and opportunities.
- Participate in College governance through service on RMCC assigned committees implemented to assist in providing programs and services that develop and enhance students as members of the College community and the College as a viable and effective organization and community member.
- Perform all duties and responsibilities of an RMCC faculty member as outlined in the RMCC Employee Handbook in a timely and effective manner.
- Actively participate in professional development activities for knowledge, understanding, and growth and remaining current in area(s) of instructional responsibility
- Implement and use College-identified and individual techniques that assess learning and improve instruction
- Perform other duties as assigned that are consistent with the mission of the College

College Wide:

- Seek and implement activities, services and programs, which assure that RMCC is a vibrant contributor to the quality of life of the Ouachita Mountain region.
- Treat all who choose to use the College's resources with dignity.
- Challenge all learners to maximize their potential.
- Implement systems whereby all learners are given the opportunity to accept the challenges and responsibilities for learning and growing as students and citizens.
- Promote and help develop a College environment of respect, dignity and cooperation where ideas, questioning and the continued pursuit of self-development are valued as a means toward learning and growth.

The Nursing Instructor will maintain a positive working relationship with all administration, faculty, staff, and students. The position also requires the following, including physical activities:

- Off-schedule work as determined by the Program Director, Division Chairperson and the Vice President for Academic Affairs.
- Frequent lifting of materials that may be of one to twenty-five pounds.
- Occasional lifting of material that may be of twenty-six to one hundred pounds.
- Occasional transporting of materials to campus and off-campus areas for workshops and meetings.
- Storing and obtaining office and class materials from cabinets and storage shelves.
- Operating office equipment, including computer, copier, fax, typewriter, printer, folder, laminator, telephone, etc.

MINIMUM QUALIFICATIONS:

- Must have a current unencumbered license to practice as a registered nurse in the state of Arkansas
- Excellent technical and communication skills are required
- Clinical nursing practice experience required
- Teaching experience preferred
- Demonstrated knowledge of the responsibilities and skill required to fulfill the position responsibilities
- Demonstrated effective communication skills, both oral and written
- Demonstrated commitment to learning
- Demonstrated commitment to the community college philosophy
- Demonstrated commitment to assisting students and faculty
- Demonstrated effective interpersonal and communication skills
- Demonstrated effective leadership and team building skills
- Demonstrated effective organization skills
- Demonstrated commitment to professional development

Interview-related information:

Applicants selected for interviews will prepare and present a simulated 15-20 minute segment of a nursing lecture on Vital Signs for the committee and invited guests. Multimedia equipment will be available for this presentation.

Interview schedule will include:

- Brief session with VPAA and President
- Formal interview w/selection committee
- Simulation session
- Campus tour (schedule permitting)

APPLICATION REQUIREMENTS:

- Letter of Interest
- Resume
- Contact information for five references
- Completed **RMCC application**
- **Unofficial Transcripts**
- A separate written statement addressing the applicant's qualifications with regard to the position requirements
- A separate written statement addressing the applicant's view of the role of the faculty, staff, and administration in a rural teaching and learning community college

Email/Mail/Fax application materials to:

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