

Blackfeet Community College



Position Description

Nursing Instructor & Clinical Instructor

Department	BCC Nursing Program
Personnel Definition	Regular Full-Time
Term of Employment	Semester and/or 10 pay periods per semester
FLSA	Non-exempt
Supervision Received	The levels of supervision received (chain of command) are: <ul style="list-style-type: none"> • Nursing Program Director • Provost • President
Qualifications	<ul style="list-style-type: none"> • Master's Degree or higher in Nursing preferred with a minimum of Bachelor's degree required in Nursing from a National Accredited Program. • Completed course work in curriculum development, principles and methods of teaching, and measurement and evaluation of learner outcomes in nursing program or community health nursing. • Minimum of three (3) years clinical experience with current expertise in the area assigned • Two years of teaching experience required in a nursing education. • Current unencumbered RN Licensure in the State of Montana • One year of experience working in a simulation/lab setting. • Current Healthcare Provider CPR.
Knowledge, Skills & Abilities Required	<p>Possess skills and attribute in teaching and leadership; organizational and research; strong interpersonal and communication; problem solving; strong clinical and professional skills.</p> <p>Possess skills and knowledge required for the clinical setting where the clinical practicum is conducted with students; work with course lead instructors and facilities to coordinate educational experiences; interactive communication skills and to express ideas effectively in oral and written form; establish and maintain effective working relationships.</p>
General Statement of Duties	This position will have teaching responsibilities in general nursing and in the instructor's specialty area following a rural community-based curriculum. This position will have classroom, lab and clinical responsibilities. The nursing instructor is expected to provide guidance and direction necessary to allow students to achieve pre-established course objectives. Working within a detailed course syllabus, the

	<p>instructor is expected to be an effective classroom/clinical manager and an advocate of the philosophy and policies of BCC both in and out of the classroom/clinical.</p> <p>Nursing instructors in the BCC nursing program are expected to engage in professional, college and community service, and to be engaged in teaching, scholarship, and service consistent with the criteria for academic ranking. Supervision of students in classroom, simulation, lab, and clinical settings.</p> <p>In coordination with the course lead instructor and the Nursing Program Director, this individual will be responsible for student educational instruction and evaluation within the clinical settings and community used for clinical education of nursing students. This position may include afternoon or weekends.</p>
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<p>Specific Area of Duties</p>	<p>Work with the Nursing Program Director to maintain compliance with the Montana Board of Nursing and abide by the standards of the governing body of BCC, Nursing Program policies and procedures, general professional nursing standards, and the specific requirements of agencies used for student clinical experiences as follows:</p> <ul style="list-style-type: none"> • Serve as a professional role model to students. • Responsible for instructional preparation and effectively teaching nursing courses offered in the classroom, clinical, and laboratory setting by demonstrating the ability to plan, organize, implement and evaluate instructional materials in assigned areas of didactics, nursing lab, and clinical teaching. • Develop syllabus, including grading criteria, student assignments and learning activities. • Select appropriate text and assigned reading. Develop course materials in written form and advanced technological methods including the use of discussion board and other technology as it becomes available. • Coordinate the use of agencies for student clinical experiences. Arrange for agency affiliate agreements and updates, in coordination with the Program Director and Administrative Assistant. • Arrange for the placement of library reserve materials, readings, journals, course packets, etc., with the library personnel. • Participate in the assessment, review and evaluation of nursing courses in the classroom, lab and/or clinical setting along with the evaluation of student performance consistent with the ASN Nursing Program outcomes of professional behavior, communication, assessment, planning, caring and management of care. • Responsible for developing evaluation materials and keeping documentation records as required. • Participate in the advising of students and maintains office hours according to BCC policy. Provide or recommend support and assistance for students having difficulty in achieving course objectives (individual meetings with faculty, tutoring etc.). • Complete student grade entry on the designated BCC administrative system according to policy and deadlines. • Actively participate in curriculum development, course refinement and program evaluation consistent with objectives as set forth by BCC and the Montana State Board of Nursing. • Participate in activities of the total faculty of BCC in ways that benefit the
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institution, the nursing program, the faculty and students.

- Participate in BCC professional committees and activities.
- Participate in professional development for personal and professional growth.
- Engage in collaborative and respectful working relationships with students, campus and clinical staff, faculty colleagues on campus and in the clinical sites.
- Participate in evaluation of peers, director, and administrators.
- Keep Program Director informed of issues, problems and changes, in courses as well as in clinical settings.
- Other duties necessary to the function of BCC, as needed (Lab Simulation)
- Instruct student nurses in the theoretical and clinical aspects of the practice of nursing in the clinical or laboratory setting.
- Consult with Nursing Program Director and faculty in developing clinical learning opportunities that meet the outcomes for the nursing program.
- Instruct students and facilitate discussions about accepted methods of nursing practice including professional aspects of nursing, theories of physiology and psychodynamics, assessment of functional health patterns, nursing interventions, medical, surgical and allied health treatments (such as observing and recording symptoms and applying principles of asepsis and antisepsis, etc.).
- Interact and collaborate with nursing service personnel to enhance learning experience in nursing unit or community.
- Supervise care provided by a group of students (usually 6-10 students in a group) while they complete their clinical rotation in assigned areas.
- Collaborate with the faculty to assign students to patients and observe performance in actual nursing situations.
- With assistance of lead faculty administer and grade clinical paperwork to determine student performance and achievement; maintain necessary records to document student progress.
- Assist students through observational and participative experiences to apply nursing theory, the nursing process and nursing techniques in clinical settings.
- Counsel students on educational and related problems; facilitate problem solving process, offer advice and assistance as deemed necessary with input from lead faculty.
- Make recommendations to Nursing Program Director and faculty in developing curriculum content and improved teaching and nursing techniques.
- Discuss instructional or related matters with Nursing Program Director; strive continuously to improve quality of student instruction.
- Participate in quality improvement activities both in the school and the clinical facility.
- Served as resource and role model for students in the clinical area.
- Consult with course lead instructor and/or Nursing Program Director in developing clinical learning opportunities that meet the outcomes for the nursing program.
- Collaborate with the faculty to create patient assignments every week for each student.
- Instruct student nurses in application of theory into the clinical or simulation settings of nursing practice.
- Encouraged and supported students in learning to provide nursing care while using evidence-based practice.

- Assist students with conflict resolution.
- Foster relationships with staff and nursing managers in clinical settings to benefit students.
- Lead post conference learning.
- With assistance of lead faculty administer and grade clinical paperwork to determine student performance and achievement; maintain necessary records to document student progress.
- Monitor the progress of each student and provided a formal evaluation upon completion of the clinical.
- Instruct students and facilitate discussions about accepted methods of nursing practice including professional aspects of nursing, theories of physiology and psychodynamics, assessment of functional health patterns, nursing interventions, medical, surgical and allied health treatments (such as observing and recording symptoms and applying principles of asepsis and antisepsis, etc.).
- Assist students through observational and participative experiences to apply nursing theory, the nursing process and nursing techniques in clinical settings.
- Make recommendations to Nursing Program Director and faculty in developing curriculum content and improved teaching and nursing techniques.
- Discuss instructional or related matters with Nursing Program Director; strive continuously to improve quality of student instruction.
- Participate in quality improvement activities both in the school and the clinical facility.
- Perform related work as required.
- Other duties necessary to the function of BCC, as needed.