



Vacancy Announcement

Practical Nursing Instructor Alexandria Campus

CLTCC serves seven parishes (Avoyelles, Catahoula, Concordia, Grant, LaSalle, Rapides, Winn) in central Louisiana and has five sites: 1) Alexandria, 2) Cottonport, 3) Winnfield, 4) Jena and 5) Ferriday. Position domiciled at the Alexandria campus.

SUMMARY:

Reporting to the Nursing Coordinator, the Practical Nurse Instructor position is a full-time, 9-month faculty position that will provide instruction for PN-level nursing courses within the PN program curriculum, as assigned by the Dean of Allied Health. The Instructor will be responsible, in cooperation with other program instructors, for providing students with a complete syllabus containing course objectives. The instructor is also responsible for presenting 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. The lecture, labs, and clinical experiences will be designed to continually promote the development and effective use of skills in areas such as critical and analytical thinking, evaluation, communication, computation, problem solving, and decision-making; providing the student with timely information and feedback on his/her academic progress relative to quizzes, tests, homework, and projects; maintaining accurate, up-to-date records of student academic performance; and possessing a thorough knowledge and understanding of all college policies.

Duties and Responsibilities:

- The Practical Nursing Instructor will provide instruction for PN-level nursing courses within the PN program curriculum, as assigned by the Dean of Health Programs.
- The Instructor will be responsible, in cooperation with other program instructors, for providing students with a complete syllabus containing course objectives.
- The instructor is also responsible for presenting 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.
- The lecture, labs, and clinical experiences will be designed to continually promote the development and effective use of skills in areas such as critical and analytical thinking, evaluation, communication, computation, problem solving, and decision-making; providing the student with timely information and feedback on his/her academic progress relative to quizzes, tests, homework,

and projects; maintaining accurate, up-to-date records of student academic performance; and possessing a thorough knowledge and understanding of all college policies.

- Establish and adhere to learning objectives as stated in course syllabi.
- Develop evaluation methods that fairly measure student progress toward objectives.
- Evaluate and utilize student work to promote maximum learning.
- Effectively administer assessment of student learning and technical objectives.
- Maintain accurate, complete, and correct records as required by law and administrative guidelines.

Required Knowledge, Skills and Abilities:

Skills:

- Excellent written, oral presentation and interpersonal communication skills.
- Management, organizational, and supervisory skills.
- Superior team-building skills to build trust with others in a rapidly changing environment.
- Excellent organization, planning, and prioritization skills are essential.

Required Minimum Qualifications:

- Registered Nurse (current Louisiana license in good standing with no disciplinary action pending).
- Possess an Associate degree.
- Minimum of three (3) years' nursing experience.
- At least one of the three years experience must have been as a medical-surgical hospital staff nurse providing direct patient care.
- Must have practiced as a nurse for a minimum of six full-time months during the three years immediately preceding application.
- Experience or education as nurse educator or trainer preferred.
- Effective oral and written communication skills.
- Ability to interact effectively and professionally with students, staff, and faculty.
- Display a student-centered approach.
- Willingness to reinforce all lecture lessons with hands-on experiences when resources permit.
- Consistently demonstrate the highest levels of integrity and professionalism.
- Physical and emotional qualifications (the incumbent may be required to use the following requirements during any part of the working day): speaking, hearing, walking, visual observation of student performance, hand/eye coordination to perform computer applications, and consistency of temperament.
- Computer literate.
- Commitment to staff diversity, learning and development.

Preferred (Desired) Qualifications:

- Experience or education as nurse educator or trainer preferred.
- Possess an Associate's degree.
- Work constantly to instill in students the technical and academic competencies and employment behavior expected within the career of nursing.

- Work effectively with healthcare representatives to ensure that current skills and techniques are provided in the classroom and lab settings.
- Collaborate with nursing faculty members to prepare for class and lab instruction and show written evidence of preparation upon request.
- Employ a variety of instructional techniques and instructional media consistent with the physical limitation of location provided and the needs and capabilities of the individual or student groups involved.
- Develop and maintain a classroom and lab environment conducive to effective learning with the limits of the resources provided.
- Develop and enforce appropriate rules and expectations of students in the classroom and lab settings that are in compliance with CLTCC policies/procedures and that result in a safe, effective learning environment.
- Effectively use technology tools including, but not limited to, e-mail, MS Office, Internet.

Additional Requirements:

A valid Louisiana Driver's License
Proof of motor vehicle insurance

In accordance with LCTCS Policy #6:036, a criminal history check will be conducted on all new hires. LCTCS participates in the federal E-Verify system for identification and employment eligibility purposes.

Application Instructions:

Applicants for this position should submit:

- 1) A cover letter
- 2) Resume (to include date(s) of employment and date(s) educational degree was obtained)
- 3) Official college and university transcript(s) showing the awarded/conferred degree to meet educational qualifications. Unofficial transcripts are acceptable at application; however, original transcript(s) are due at hire
- 4) Names and contact information for three work-related references to:

Via email to: hr@cltcc.edu

Applications accepted until position is filled

Central Louisiana Technical Community College is committed to diversity and is an equal opportunity/equal access employer. CLTCC is also a State As a Model Employer (SAME) agency that supports improved employment opportunities for individuals with disabilities.