



Position Announcement

Medication Assistant Instructor (Part-Time)

Position Description:

The Medication Assistant (MA) Part-time Instructor is contracted to teach the 8-10 week Medication Course as scheduled in the Fall and Spring Semesters and will report directly to the Dean for Allied Health. The instructor provides classroom, lab and/or clinical instruction in the Medication Assistant Course meeting academic requirements along with ensuring regulatory compliance with the Arkansas State Board of Nursing (ASBN), Rules, Chapter 8- Section XIV. Instruction in the MA Program requires preparing students with the knowledge and skills necessary to successfully pass their certification exam and gain entry-level positions as Medication Assistants-Certified in designated long term care facilities.

Qualifications:

- Unencumbered Registered Nurse license to practice in Arkansas.
- Two years of clinical experience and/or education experience in a nursing home.
- Minimal of an Associate Degree in Nursing required with a Bachelor's Degree in Nursing preferred.

Job Responsibilities:

Duties of the Medication Assistant Instructor include but are not limited to:

1. Follows established academic policies and procedures of the College that facilitate instruction, administration and student well-being.
2. Provides formal classroom and clinical instruction in Medication Assistant following the approved Student Learning Outcomes and Program Outcomes outlined in the Medication Assistant Syllabus/First Day Handout.
3. Demonstrates appropriate lesson planning and preparation for classroom, lab and clinical.
4. Develops and maintains an environment conducive to effective learning.
5. Utilizes effective teaching methodologies in classroom instruction to include use of technology to enhance student learning.
6. Provides clinical instruction and supervision to assigned students in both the clinical lab and long term care facilities.
7. Evaluates student progress in the classroom, clinical lab and long term care facility as required by the College and the Arkansas State Board of Nursing Rules and Regulations.
8. Demonstrates effective interpersonal relations and communication skills with students, staff, faculty, and all college employees.
9. Provides academic advising of assigned students.
10. May provide lab and / or clinical instruction as part of the Medication Assistant course in the validation and skill competency process of MA students in the lab and during their progressive clinical experiences in long term care facilities as assigned.
11. Abides by the Arkansas State Board of Nursing Rules and Scope of Work for Medication Assistants.

12. Attends and participates in reconvening activities, divisional and departmental faculty meetings as requested.
13. Maintains an annual evaluation portfolio of teaching and professional activities that demonstrates professional growth.
14. Cooperates with other members of the Nursing & Allied Health faculty.
15. Responsible for maintaining updated, unencumbered license to practice in Arkansas or in Compact State of residence.
16. Maintain education and clinical competencies in areas of instructional responsibilities.
17. Participates in ANC instructional and medication assistant program assessment activities.
18. Involvement in student recruitment and retention-related activities.

Salary: Salary commensurate with education and experience.

Application Deadline: Review of applications will begin immediately and continue until the position is filled. Interviews may occur throughout the application period.

Application Procedure: To be considered for this position, interested candidates should submit all of the following; cover letter, resume, completed application (available at www.anc.edu/jobs) and transcripts to: **Office of Human Resources, Arkansas Northeastern College, P.O. Box 1109, Blytheville, AR 72316-1109.** Call (870) 762-3121 or email thampton@smail.anc.edu for more information.

Applicants applying for position requiring a license, certificate, and/or educational attainment beyond the high school level will be required to provide the official documents prior to being approved for hire.

Date of Announcement: October 6, 2021

ANC is an affirmative action, equal opportunity employer.

Revised 9/27/2021