



Nursing Assistant Instructor (Part-time)

Position Description:

The part-time Nursing Assistant Instructor will serve as the Lead Instructor for the ANC Blytheville and Burdette Campuses providing classroom/lab and clinical instruction at the ANC Blytheville Campus following the most current approved curriculum by the Arkansas Department of Health & Human Services, Division of Medical Services, Office of Long Term Care.

Qualifications:

Unencumbered license as a Registered Nurse in the State of Arkansas. Minimal of an Associate Degree in Nursing required. Minimum of two years of Nursing experience including at least one (1) year in the provision of long term care nursing services within the last five (5) years.

Reports to:

Dean of Nursing, Allied Health, and HPER

Job Responsibilities:

Duties of the Nursing 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 instruction following the learning objectives as outlined in the "Long Term Care Facility Nursing Assistant Training Curriculum".
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 as assigned and approved by the Office of Long Term Care.
7. Evaluates student progress in the classroom, clinical lab and long term care facility as required by the College and the Office of Long Term Care 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. The Nursing Assistant Primary Instructor ensures:

- The student or trainee demonstrates competence in clinical skills and fundamental principles of resident care by documenting and signing the task performance record (skills check-off).
 - Maintain record to verify participation and performance of each student/trainee in each phase of the training program.
 - Students/trainees entering the clinical long term care facility receives an orientation that includes
 - Organizational Structure of Facility
 - Policies and Procedures (including fire/diaster plans, etc.)
 - Philosophy of care of the Facility
 - Description of the Resident Population
 - Employee Rules
 - The satisfactory completion of the training program shall be attested on each trainee's record.
 - Each student/trainee is issued a certificate of completion within ten (10) calendar days of course completion and as described in Section IV (B) (7) of the Office of Long Term Care Rules and Regulations.
11. The Nursing Assistant Primary Instructor is responsible for reading and abiding by the Office of Long Term Care Rules and Regulations and the Nursing Assistant Training Curriculum.
 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. Maintains education and clinical competencies in areas of instructional responsibilities.
 17. Participates in ANC instructional and nursing program assessment activities.
 18. Involvement in student recruitment and retention-related activities.

Application Deadline:

Review of applicants will begin immediately and will continue until the positions are filled. Interviews may occur throughout the application period.

Application Procedure:

To apply, candidates should submit a completed ANC application, letter of interest, resume, references, copies of transcripts for all postsecondary work and certification materials to:

**Office of Human Resources
Arkansas Northeastern College
P. O. Box 1109
Blytheville, AR 72316-1109**

Or

Email: anc-hr@smail.anc.edu.

For more information, call (870) 762-3121.

Applicants applying for a 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:

March 1, 2016

ANC is an affirmative action, equal opportunity employer.