



POSITION ANNOUNCEMENT

EASTERN WEST VIRGINIA COMMUNITY & TECHNICAL COLLEGE,
a public, state supported comprehensive institution, serving the six-county district
(Grant, Hampshire, Hardy, Mineral, Pendleton, and Tucker) in the Potomac Highlands.

NURSING INSTRUCTOR

Position Title: Nursing – Clinical/Simulation Instructor (Ten Month)	FLSA Status: Exempt	Last Revision Date: 05/08/2024
Division: Academics	Location: Main Campus	Reports to: Nursing Program Director
Pay Grade/Salary: \$40,000.00 annually	Classification: Full-Time Faculty	Position Number: 0492P00093

Position: 10 Month, Non-Tenure Faculty, Benefit-eligible

Location: Moorefield, WV

Overall Faculty Responsibilities: While primary responsibilities include institutional service, advising; and professional development, the College seeks to break the frame that traditionally surrounds faculty assignments, especially since academic needs vary in small community and technical colleges. As such, Full-Time Faculty are expected to perform the following responsibilities:

- Utilize various technologies (i.e., Brightspace).
- Work effectively with others as part of an education team.
- Integrate learning outcome assessment techniques in their instructional planning, curriculum design, and teaching activities.
- Submit assessment reports and program reviews for clinicals.
- Collaborate in flexible, imaginative problem solving.
- Make data-driven decisions.
- Integrate interdisciplinary and global perspectives into their methodology.
- Complete and organize professional development activities.
- Communicate clearly and concisely, both orally and in writing; establish, maintain, and foster positive and harmonious working relationships with others.
- Effectively use Microsoft Office products including Microsoft Outlook, Word, Excel, and PowerPoint.
- Recruit students throughout the six-county district and improve break-even analysis metrics in instructor's specific discipline.
- Identify training needs and recommend appropriate professional development activities
- Participate in co-curricular activities and attend graduation.

Specific Job Responsibilities:

- Supervising the provision of quality nursing care and clinical simulations given at a facility.
- Maintain competency and currency in the subject as well as in teaching methods and assessment practices.
- Recruit, mentor, and schedule adjunct nursing faculty for nursing courses.



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- Coordinate and implement appropriate instructional technology software/hardware for course delivery.
- Evaluates student performance in the clinical environment, including skills and simulation lab.
- Facilitates formative and summative simulation sessions.
- Provides feedback on pre-simulation assignments to prepare the learner for learning.
- Reflect on simulation session and contrast reflective questions during debriefing.
- Provides a safe learning environment.
- Instruct in skills and simulation courses.
- Coordinate with Nursing Faculty on assigned simulation and skills classes needed for lab practice.
- Develop and update course material including clinical and simulation schedules along with additional clinical material.
- Evaluate student skills progress on a regular basis throughout the term. Students not making acceptable progress should be offered tutoring by the designated instructor. Concerns regarding students' progress should be addressed with the immediate instructor and/or Director of Nursing as appropriate.
- Actively engaging in retention activities according to school policy.
- Work with Nursing Director, when necessary, to resolve student concerns.
- Perform mid-semester clinical evaluations as assigned each semester. All reports must be signed by the students.
- Serve as a mentor to new and current students.
- Adhere to and support school policies and procedures as referenced in the Employee Handbook and Student Nurse Handbook.
- Report to the Nursing Director prior to any absences and have a plan for affected classes.
- Check emails frequently with appropriate follow-up.
- Provide annual documentation of continuing professional growth.
- Obtain and maintain any certifications, licenses, or degrees required for assigned courses.
- Attend scheduled faculty in-services, and staff and faculty meetings.
- Attend scheduled school events each semester (on or off site).
- Perform daily class maintenance. This includes organize simulation lab, making sure the chairs are pushed in, and proper disposal of any trash lying around. Report any concerns, as appropriate.
- Perform end of the term procedures by preparing the assigned classroom(s) for the next term. This includes surveying classroom for necessary supplies, testing equipment, noting any maintenance issues (IV pumps, beds, carpeting, chairs, etc.) and following up, as appropriate.
- Perform other duties as necessary or assigned. Ex. Annual Conferences

Qualifications:

- Bachelor's degree in Nursing required. Master's degree in Nursing is preferred.
- Two (2) years of clinical experience.
- Two (2) years of teaching experience in a professional nursing program, preferred.
- Required to have unencumbered WV RN License by position start date.
- Some travel required
- Responsibilities require availability and willingness to work flexible schedule hours, including day, evenings and weekends if required to meet program needs of students and accreditation.



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- Willingness and ability to work with varied levels of abilities and a diverse population
- Effective communication skills, both written and verbal
- Ability to analyze data and recommend modification to courses and programs for continuous improvement

CLOSING DATE: Search will remain open until the position is filled.

IMPORTANT: You may access and submit Eastern's Online Employment Application [here](#). On this online application, you can attach the following requirements or send them separately to the contact information below. All required documentation must be received by the Human Resources Office to be considered for an interview.

- A letter of interest that addresses your abilities to meet the qualifications and carry out the responsibilities of this position and addresses the requirements listed above
- Current resume
- List of three (3) professional references familiar with your skills and performance including names, addresses, e-mails, and phone numbers

Human Resource Office
Eastern WV Community & Technical College
316 Eastern Drive, Moorefield, WV 26836
careers@easternwv.edu

EQUAL OPPORTUNITY EMPLOYER