



Columbia State Community College is recruiting for Nursing Clinical Coordinator - Faculty

A **full-time faculty** is responsible for delivering instruction in the discipline(s) for which she/he has been employed. In addition, faculty are expected to provide academic advising to students and participate in divisional and institutional activities related to the college's mission.

Faculty Essential Functions:

1. Deliver instruction in a variety of modes, including on-line, and evaluate student learning.
2. Maintain an environment conducive to learning.
3. Be responsible for course and, when appropriate, laboratory preparation.
4. Actively participate in curriculum and program development, revision and evaluation.
5. Provide academic advising to students with an emphasis on retention and success.
6. Remain current in the teaching area(s) through appropriate professional development activities.
7. Actively participate on divisional and institutional committees.
8. Collaborate in building and maintaining relationships within and beyond the institution.
9. Contribute appropriately to pursuit and achievement of program, division, and institutional mission and strategy.

Faculty Supplemental Functions:

1. Actively participate in institutional and, as appropriate, community activities that support the institution's mission.
2. Support and follow Columbia State's, TBR and other applicable policies and guidelines.
3. Continue to develop professionally.
4. Utilize technology as a tool for enhancement of operation, instruction and services.

Clinical Coordinators have accepted administrative duties in addition to their faculty responsibilities.

Coordinator Job Purpose: The Clinical Coordinator provides leadership, in collaboration with the program director, for the clinical components of a specific Health Science program. The clinical coordinator is the primary contact for communication and relationship development with current and potential clinical affiliates. The clinical coordinator may be oriented to multiple clinical agencies and be assigned to supervise clinical course sections as needed. The clinical coordinator may also teach didactic courses.

Coordinator Essential Functions:

1. Serve as liaison to the clinical affiliates.
2. Maintain relationships and communications with established clinical affiliates to discuss, arrange, and improve clinical rotations/experiences.
3. Foster relationships within the professional community to develop new clinical sites.
4. Communicate with faculty regarding needs and placements for clinical rotations.
5. Collaborate with Program Director and/or departmental Admission's Committee for clinical placement assignments of new, readmitted, and continuing students.
6. Develop clinical schedules and coordinate clinical rotation/observation experiences for all program levels, monitoring fairness and equity for all students in the program.
7. Submit clinical schedule changes to division office as needed.
8. Distribute clinical rotation schedules, student rosters, objectives, and contact information to clinical affiliates and faculty prior to the start of each semester.
9. Provide Records Clerk facility clinical clearance requirements for students and faculty.
10. Coordinate the facility orientation process for students and clinical faculty.
11. Work with Program Director to identify, recruit, interview, recommend for hire, complete employment paperwork, assess performance of and maintain list of qualified clinical facilitators/instructors to supervise student clinical experiences if applicable.
12. Provide orientation, development, and ongoing communication for clinical adjunct instructors/preceptors if applicable.
13. Coordinate efforts to maintain, update, and communicate expectations to adjunct faculty, preceptors, and affiliate personnel, as applicable.
14. Coordinate with Program Director to perform periodic clinical site visits to evaluate adjunct faculty as needed.
15. When possible, assist in providing coverage for clinical faculty absences and scheduling of make-up clinical experiences.
16. Participate in student orientation, advising and registration.
17. Provide quality care for patients in clinical learning experiences.
18. Maintain currency through appropriate professional development activities.
19. Participates in accreditation and assessment processes.

**This is a twelve-month faculty position with a 3 credit hour adjusted work load teaching reassignment during each semester. Twelve-month faculty work 37.5 hours per week and earn annual leave at the rate of 15 hours per month with a maximum of 315 hours which can be carried over into the next year.

Requirements of the Position

1. Masters degree in Nursing
2. BLS/AHA CPR certification or higher (ACLS/PALS)
3. Tennessee RN License (or immediately eligible)
4. 3 years recent clinical experience serving a diverse population

Doctorate and higher education experience preferred.

For more information, or to apply for this position, please go to the link at <https://tbr.csod.com/ux/ats/careersite/4/home/requisition/5650?c=tbr>

Applications for this position are accepted through the on-line process only.

Columbia State Community College is an Equal Opportunity Employer.