

Job Title	Clinical Instructor – Respiratory Care Program
Department	Allied Health Sciences and Nursing
Reports To	Dean, Allied Health Sciences and Nursing

EMPLOYMENT TERMS:

<i>Adjunct – (Part-Time)</i>

QUALIFICATIONS:

Education	A minimum of a Bachelor’s degree in a related field is required.
Professional Certification	Certification/Registry Requirements: <ul style="list-style-type: none"> • Licensed as a Respiratory Care Professional (RCP) by the state of Georgia. • Registered as a Respiratory Therapist (RRT) by the National Board for Respiratory Care.
Experience	A minimum of three years of full-time paid work experience as a respiratory care professional within the last seven years. Preferred: Prior experience as a clinical instructor.
Desirable Experience, Knowledge, Skills, and Abilities	<ul style="list-style-type: none"> • Understanding of the mission and philosophy of technical education. • Effective oral and written communication skills. • Knowledgeable about methods of students’ evaluation. • Competent computer skills and ability to use common software programs (e.g. Microsoft Word, Excel, PowerPoint). • The ability to implement technology into instruction. • The ability to convey to students proper assessment of clients’ needs.

PRIMARY DUTIES:

<ol style="list-style-type: none"> 1. Instructs clinical courses in the Respiratory Care program based on schedule needs. 2. Distributes a program course syllabus for each assigned course, which contains the name and number of the course, a course description, the assignment schedule/calendar, a list of the competencies, the required textbooks, required tools and supplies, the evaluation, and grading procedures. 3. Prepares for clinical classes by selecting appropriate learning experiences as evidenced by the following: updating instructional materials such as handouts, syllabi; ordering supplies and equipment; reproducing of materials; and using a variety of learning modalities including instructional technology to augment instruction. 4. Follows course content, which is current, well organized, and related to course learning outcomes and to student’s previous learning. 5. Demonstrates knowledge of instructional and student services policies and procedures. 6. Submits/updates all paperwork and required reports on time. 7. Maintains credentials and certifications required for teaching and for the profession. 8. Demonstrates excellent written and oral communication skills. 9. Maintains control of class during lab instruction as well as handles disruptions in the lab/clinical. 10. Demonstrates respect for students as individuals. 11. Orients student to the clinical area. 12. Evaluates students’ clinical performance using the designated tools for the course. 13. Returns clinical assignment paperwork to students in a timely manner with constructive comments. 14. Follows program procedure for clinical remediation.
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15. Maintains open communication with the Clinical Coordinator and clinical facility staff.
16. Communicates students' clinical and lab progress, concerns, and absences to the Course Coordinator in a timely manner.
17. Demonstrates accessibility in dealing with students' needs both individually and as a group.
18. Demonstrates excellence in instructor performance as reflected by the majority of positive responses on instructor/course evaluations.
19. Counsels students with grades and attendance problems and refers students to the counseling center if needed.
20. Enters final course grades into SmartWeb.
21. Performs other related duties accompanying the position.

APPLICATION DEADLINE: Until filled

Applications are submitted **on-line only** at www.augustatech.edu.

TRANSCRIPT REQUIREMENTS

Applications for this position are reviewed upon receiving all official transcripts. **Official transcripts must be mailed directly from the educational institution to the Human Resource Office, 3200 Augusta Tech Drive, Augusta, GA 30906 or electronically to srouse@augustatech.edu.**

PRE-EMPLOYMENT SCREENING

Pre-Employment background checks are required.

CONTACT

Shirley Rouse, Pre-Employment Manager at (706) 771-4026 or srouse@augustatech.edu

SALARY

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