**ASSOCIATE OF SCIENCE IN NURSING (ASN)**

**PROGRAM INSTRUCTOR (PART TIME)**

**MULTIPLE CAMPUS LOCATIONS**

**MINIMUM QUALIFICATIONS:**

Master’s Degree in Nursing from a regionally accredited college or university is required or a candidate with only a baccalaureate degree in nursing must be able to provide documentation of progress toward an earned graduate degree in nursing, have experience in the area of responsibility, and be directed by a faculty member with at least one (1) earned graduate degree in nursing. Must be credentialed to satisfy all administrative and instructional functions mandated by appropriate accrediting bodies. Must possess a current Georgia Registered Nurse License or eligibility for licensure. A minimum of three (3) years of professional nursing experience within the last seven (7) years.

**PREFERRED QUALIFICATIONS:**

Master’s Degree in Nursing from a regionally accredited college or university is required. Must be credentialed to satisfy all administrative and instructional functions mandated by appropriate accrediting bodies. Must possess and maintain appropriate professional credentials for or related to RN instruction. Must possess and maintain a current Georgia Registered Nurse License. A minimum of three (3) years of full time in-field work/teaching professional nursing experience in education, business, industry and/or military environments within the last seven (7) years is preferred. Active participation in appropriate professional/occupational organizations.

**RESPONSIBILITIES**:

Responsible for fulfilling both teaching and non-teaching activities. Must be willing to work flexible hours and work well in the classroom and clinical settings. Under general supervision, the individual will prepare lesson plans for classroom instruction for credited technical/occupational courses to achieve program goals and objectives that adhere to state and institutional standards as well as accrediting agency requirements. Evaluates students' progress in attaining goals and objectives prescribed in curriculum. Requests and maintains supplies and equipment and prepared required budget request. Maintains program certification requirements, as appropriate. Prepares and maintains all required documentation and administrative reports related to accreditation and state licensing management. Ensures safety and security requirements are met in the training area. Meets with students, staff members, and other educators to discuss students' instructional programs and other issues impacting the progress of the students; Assists with recruitment, retention and job placement efforts.

**COMPETENCIES**:

Excellent human relations skills;

Skill and experience in the operation of computers and job related software programs;

Knowledge of Blackboard Learning Management System;

Knowledge of and experience using Electronic Medical Record systems;

Excellent written and verbal communications skills;

Knowledge of pedagogical practice and theory;

Knowledge of the mission of postsecondary vocational/technical education;

Knowledge of academic course standards;

Knowledge of the college’s academic programs;

Skill to work cooperatively with students, faculty and staff;

Skill in the preparation and delivery of classroom content;

Skill to make timely decisions;

Decision making and problem solving skills;

Skill in interpersonal relations and in dealing with the public.

**SALARY:**

This is a part-time position without insurance benefits; work hours will not exceed 29 per week. Hourly rate is commensurate with education and work experience.

**SPECIAL NOTES:**

It shall be a condition of employment to submit to a background investigation. Offers of employment shall be conditional pending the result of the background investigation.

Federal Law requires ID and eligibility verification prior to employment.

All male U.S. citizens, and male aliens living in the U.S., who are ages 18 through 25, are required to register for the military draft and must present proof of Selective Service Registration upon employment.

Applicants who need special assistance may request assistance by phoning (770) 229-3454.

Only those who are scheduled for an interview will be notified of the status of the position.

Candidates must successfully complete a criminal background investigation, pre-employment drug screening, and motor vehicle screening.

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government including any Workforce Innovation and Opportunity Act (WIOA) Title I financed programs, educational programs and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services.