

Clinton College
Academic Program: Bachelor of Science-Nursing
Job Description

Title: Nursing Faculty Adjunct
Reports To: Director of Nursing
Department: Nursing Department

Purpose of the Job/Principal Responsibilities:

The adjunct faculty member is employed less than 40 hours a week and is accountable to the Director of Nursing for the implementation of the approved curriculum. Faculty use a variety of teaching methods and strategies to meet course learning outcomes and the standards set by policies, legal and other regulatory requirements, and acceptable practice. The faculty participates in the program evaluation and continuous improvement processes. It is expected that the nursing faculty accepts the mission and philosophy of the nursing program and demonstrates behaviors consistent with the profession and a culture of caring. All faculty members will engage in professional faculty development.

Academic/Experience Qualifications:

- Meets Clinton College requirements for adjunct faculty position.
- Holds an unencumbered active license as a registered nurse in South Carolina or another compact state.
- Has a master's degree in nursing; DNP or PhD, preferred.
- Has two years of clinical experience as a registered or advanced practice nurse related to the primary area of teaching responsibility.
- Previous teaching experience preferred.

Position Requirements/Scope of the Job/Skills Required:

- Excellent written and oral communication skills and analytical skills.
- Excellent teaching and classroom management skills
- Functional abilities for classroom, clinical and laboratory teaching responsibilities.
- Competence in clinical skills in areas of teaching
- Competent in personal computer applications.
- Successful completion of criminal background check and drug screening.
- Appropriate immunizations, and current CPR certification, if hired for clinical teaching position; not required for didactic teaching.
 - Keeps accurate records of all student grades, attendance, and other required reports.
 - Demonstrate fair and impartial evaluations for all students enrolled in course(s).
 - Prepares and maintains all final grade reports for students.
 - Meets scheduled classes.
 - Prepares a syllabus for each class annually.
 - Distributes syllabus to students on the first day of class.
 - Participates in the Faculty Council.

- Mentors and advises students.
- Participates in academic committees.
- Carries out special assignments that are requested by the Department Chair.
- Identifies and provides any special needs or accommodation required by students.

Key Job Activities Include:

I. Professional Behavior

1. Demonstrates proper respect for students and has student-friendly manner in the conduct of class.
2. Implements course to achieve course learning outcomes.
3. Works effectively as part of the overall faculty team demonstrating positive interpersonal relations, collaborating with other faculty members to meet student needs, participating in faculty meetings, nursing program committees, and responding to requests from management.
4. Participates in the budget process to identify resources needed to meet program outcomes.
5. Participates in ongoing program evaluation activities as needed and confers with the Director of Nursing and course leads to ensure compliance with Clinton College policies.

II. Procedural/Grading, Evaluation

6. Provides Clinton College formatted syllabus that sets forth measurable grading criteria.
7. Provides expectations and standards for course assignments that demonstrate academic rigor in accordance with the course.
8. Maintains academic standards and course expectations throughout each course.
9. Provides feedback to the student on the use of correct grammar in assignments.
10. Communicating with the Director of Nursing and course leads to resolving issues or concerns.

III. Facilitation of Learning

11. Leads discussions and elicits information from students which demonstrate that students are learning and accomplishing the course learning outcomes.
12. Utilizes course materials effectively, demonstrates thorough knowledge of content, and incorporates real life nursing practice exemplars.
13. Utilizes multiple engaged teaching and learning strategies including but not limited to simulation/audio/visual aids/computer technologies and group activities.
14. Provides appropriate handouts and supplemental materials.
15. Provides clinical instruction to students in approved health care settings, adhering to the policies of the clinical setting and the Campus.
16. Serves as local contact for assigned and faculty developed clinical sites under the direction of the Director of Nursing.
17. Integrate appropriate Kaplan resources in the course to achieve course learning outcomes and prepare students for the NCLEX-RN exam.
18. Provides feedback and develops an individualized remediation plan for any student that is not performing successfully.

IV. Faculty Development Plan

1. Attends workshops and continuing education sessions aimed at earning the necessary CEU's for license requirements and professional growth.

Measurement of Success:

- Course and program learning outcome measures
- Director of Nursing's evaluation
- Student evaluation
- Feedback from clinical facilities and other program constituents

Compensation:

Traditional 15-week course: \$3,000

Additional Information:

Employment at Clinton College is contingent upon a background check that is satisfactory to the College. Failure to provide written authorization for a background check will nullify the offer of employment.

Application Instructions:

Applications should include a resume, transcripts, license and teaching philosophy must be sent, preferably in PDF format, to humanresources@clintoncollege.edu. Official transcripts will be required if hired. The subject line of the email should read "Adjunct Professor-Nursing (Clinical)." The process will continue until the position is filled.

Clinton College provides equal access to employment opportunities for all applicants, regardless of race, color, creed, religion, national origin, gender, sexual orientation, gender identity, gender expression, genetic information, marital status, age, disability, or veteran status in compliance with all applicable laws, regulations, and policies.