

**POSITION TITLE:** Associate Degree Nursing Instructor  
**DIVISION:** Health Occupations  
**REPORTS TO:** Executive Dean of Health Occupations  
**CLASSIFICATION:** Exempt  
**POSTING DATE:** July 11, 2018

**SUMMARY:**

This position delivers classroom, laboratory, and clinical instruction related to the care of clients and families in the acute, long-term, and community health care settings including lead instruction in mobile health lab initiatives. Promote student success by demonstrating and maintaining instructional excellence and currency in the field including demonstrating attitudes consistent with the legal and ethical practice of Registered Nursing. This position will work a minimum of 190 days annually between July 1 and June 30 and may require evening and weekend hours as well as delivery of curriculum off site.

**ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE**

- Teach Associate Degree Nursing related courses to students enrolled in Southwest Tech programs
- Prepare for assigned classes, including: developing course syllabi; organizing and maintaining classroom(s) to facilitate learning; and promote optimum student success
- Promote continuous quality improvement of curriculum and program operations to increase program effectiveness
- Work cooperatively with current Southwest Tech staff & health care agency
- Continuously evaluate student progress by providing informative and summative feedback through formal and informal means
- Provide applications based learning activities that accommodate a variety of learning styles
- Manage a group of students in health care agencies (clinical sites) to meet identified learning outcomes
- Demonstrate current knowledge, skills, and conduct oneself in a professional and ethical manner consistent with the health care practice
- Supervise students to provide safe client care
- Demonstrate flexibility in managing duties and responsibilities
- Maintain knowledge of current industry trends by attending conferences, joining professional organizations, and performing related tasks
- Assist with recruitment and retention of students
- Perform institutional requirements, including: participating in events and meetings as required; orienting new instructors; and planning events to assist in advertising the College
- Developing and managing a program budget to purchase and maintain supplies
- Other duties as assigned

**TRAINING AND EXPERIENCE:**

- Master’s Degree in Nursing (MSN) required, (consideration will be given to individuals who are actively enrolled in an accredited MSN degree program)
- Current Wisconsin Registered Nurse licensure with a minimum of two years of full-time (or equivalent) direct care occupational experience as a practicing R.N. within the last 5 years required
- Meet Wisconsin Technical College System/Higher Learning Commission faculty qualifications
- Two years previous teaching experience in a higher education environment preferred
- CPR certified
- Meet Wisconsin Caregivers Background Check requirements
- Ability to work within a team setting and implement jointly developed curriculum
- Ability to generate, organize, and implement course outlines and lesson plans to meet specific needs of students representing diverse backgrounds
- Knowledge of techniques for teaching writing with computers and word processing software
- Thorough understanding of applied academics and integrated curricula
- Experience with online education and other alternative delivery methods preferred
- Knowledge and application of modern computer software and hardware: MS Office Suite, email, and internet experience
- Valid Wisconsin driver’s license with the ability to drive to and from clinical sites located throughout our district

**APPLICATIONS:**

Internal and External applicants complete and submit the online employment application at <https://www.swtc.edu/about/job-opportunities>. For questions regarding the application process please contact Human Resources at [humanresources@swtc.edu](mailto:humanresources@swtc.edu) or 608.822.2314.

**CLOSING DATE FOR APPLICATIONS:** July 25, 2018

**STARTING DATE:** August 2018

**MASTERS SALARY RANGE:** \$52,202 – \$83,000

**BENEFITS/SERVICES:** Our comprehensive benefit package includes the following and much more:

• Health Insurance	• Dental Insurance
• Life Insurance	• Long-Term Disability
• Health Savings Account	• Health Club Access
• Wisconsin Retirement System Contribution	• On-campus day care (hourly rate charged)

**PLEASE NOTE:** All candidates selected for an interview will be required to prepare a 10-minute classroom teaching demonstration. Information regarding this teaching demonstration will follow.

**SELECTION PROCESS:** The Review Committee will screen applicants and contact them for an interview. Meeting the minimum qualifications does not assure the candidate an interview. Final candidate’s employment offer will be subject to completion of a criminal background check and pre-employment drug screening.

Southwest Tech does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The Equal Opportunity/Affirmative Action Officer has been designated to handle inquiries regarding non-discrimination policies. Call 800-362-3322, Ext. 2315 (TDD: 608-822-2072) or write Southwest Tech, 1800 Bronson Blvd., Fennimore, WI 53809.