



NORTHERN PENNSYLVANIA REGIONAL COLLEGE

Position Title: Part-time Instructor - Certified Nurse Assistant Program

Date Posted: 10/30/2018

Close Date: Open until filled

Priority Deadline: n/a – Ongoing review

Location: Bradford Area

Additional details: Immediate need – Applicants from areas out of easy travel range, but within northern Pennsylvania, will be considered as additional needs emerge

Description: The Certified Nurse Aide (CNA) instructor will instruct students according to the curriculum designed to assist students to build knowledge and clinical skills aimed at passing the licensing exam for Pennsylvania CNA. Assist students who successfully complete training in registering for the State CNA licensing exam. The instructor must possess the ability to work with students from different socioeconomic and educational backgrounds. The Instructor will teach a minimum of 28 hours of classroom instruction, and 14 hours of laboratory instruction over a designated period of time. Instructional duties can also include 37.5 hours of clinical instruction.

Specific Responsibilities:

- Teach the course curriculum as outlined.
- Provide a stimulating environment that encourages student participation, interpersonal skills development, and concepts of good patient care
- Build knowledge and develop clinical skills of students which enables them to obtain a CNA license.
- Maintain accurate records on all students, including but not limited to attendance records, schedules, and course requirements regarding hours of instruction and content.
- Prepare and submit, at dates and times designated, all records and reports as required by the administration.
- Evaluate and document students' progress through testing, observation, and assessment of skills attained.
- Communicate effectively with students, and all those affiliated with the course, including staff at clinical training facilities, college staff, and prospective employers.
- Perform all other duties as assigned by the Director.

Required Qualifications:

- Current PA registered nurse (RN) license.
- Must have two years of experience as a registered nurse and at least one year in the provision of long-term care facility service as a registered nurse.
 - o Nursing experience in meeting resident's psycho-social, behavioral, cognitive and physical needs. This includes direct care, supervision, or education.
 - o Full- or part-time status for one year in the provision of a licensed long-term care facility, with minimum experience of employment in a long-term care facility of 200 hours.
- Must have successfully completed the Teaching-the-Educator Workshop.
- Must possess current certification in cardiopulmonary resuscitation. Instructor certification for CPR and First Aid are preferred.
- Must possess valid driver's license and proof of insurability.

- Must be able to travel within NPRC service delivery area to instructional and clinical sites, as needed.
- Must provide evidence of an acceptable PA Criminal History Record Information Report according to Act 13 of 1997.
- Must provide evidence of a negative test for tuberculosis according to the policy of the nursing facility where students complete their clinical experience.
- Must be flexible to teach day or evening classes and 12-hour clinical rotations on weekdays or weekends.

Skills and Abilities:

- Must possess excellent customer service skills to deal professionally with employees, students, and visitors.
- Excellent oral and written communication skills.
- Ability to maintain competency in the occupational field.
- Demonstrated ability and experience working with diverse populations.
- Ability to work collaboratively with other colleagues and staff.
- Must follow standards for student-faculty professional relationships/interaction.
- Ability to provide guidance and advice to students, as needed.
- Working knowledge of computer concepts.
- Excellent organizational skills.
- Skilled in teaching adult learners.
- Willingness to work on a flexible schedule to meet educational requirements.
- Possess strong interpersonal skills.
- Ability to work independently.
- Ability to perform physical work with patients and students in a clinical setting.
- Ability to lift at least 20 lbs.
- Ability to work various shifts.

Physical Demands:

- Teaching responsibilities are typically performed in a classroom/lab environment with the employee intermittently sitting, standing, walking, bending, pushing, and pulling for three (3) – four (4) continuous hours at a time.
- The employee frequently lifts/carries objects that weigh 10lbs. or less.
- Clinical responsibilities are typically performed in a hospital, long term care facility, or other medical facilities and require that the employee stand/or walk for ten (10) to twelve (12) hours:
- During clinical rotations, the employee will bend, twist, push/and or pull for three (3) – four (4) hours; and, occasionally lift 50 lbs. to 75 lbs. per rotation.
- The exposure to infectious diseases, gas, or fumes is possible during clinical rotations.

Reporting Responsibilities

This position reports to the Executive Director of Erie Operations and Workforce Development

Application Process:

- Submit the following documents:
 - Cover Letter
 - Complete Resume or Curriculum Vita
 - Copy of College Transcripts (if any)
 - Copy of Professional Certifications and/or Licenses (if any)
- Send to:
 - Imcneal@rrcnpa.org
 - OR by postal mail to:
 - Teaching Applications
 - c/o Lori McNeal
 - Northern Pennsylvania Regional College
 - 119 Market St.
 - Warren PA 15356