



**POSITION TITLE:** Nurse Aide Primary and Assistant Instructors

**JOB TYPE:** Part-time

**LOCATION:** Erie, Meadville, Oil City, and St. Mary's, Pennsylvania

**DATE POSTED:** February 5, 2021

**PRIORITY DEADLINE:** Spring 2021

**CLOSE DATE:** Open until filled

**JOB DESCRIPTION:** See pages 2-3

**APPLICATION PROCESS:**

**SUBMIT:** Applicants are required to submit a Letter of Interest and Resume to:

Northern Pennsylvania Regional College  
Attn: Workforce Development  
300 2<sup>nd</sup> Avenue, Suite 500  
Warren, PA 16365

**OR**

Email to: [employment-hr@rrcnpa.org](mailto:employment-hr@rrcnpa.org) with *Nurse Aide Faculty* in the subject line.

**MINIMUM PRE-EMPLOYMENT REQUIREMENTS (other requirements apply):**

PA Child Abuse History Clearance  
Pennsylvania Access to Criminal History Record Check  
Federal Criminal History Background Check  
Valid Driver's License

**Applications will be accepted until positions are filled. For additional information, please call the NPRC Administrative Offices at 814-230-9010, Lisa Pecora, Human Resources Coordinator.**

NPRC is an Equal Opportunity Employer. NPRC does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need

## **JOB DESCRIPTION**

**JOB TITLE:** Nurse Aide Primary and Assistant Instructors

**CLASSIFICATION:** Part-time

**COMPENSATION RANGE:** \$60.00 per instructional hour

**REPORTS TO:** Executive Director – Erie Operations and Workforce Development

**POSITION SUMMARY:**

The Workforce Development Division of the Northern Pennsylvania Regional College is seeking part-time Nurse Aide faculty.

The successful applicant will also be able to work effectively with supervisors, colleagues, staff, and students as part of an education team. Depending upon availability, the instructor could also teach on-site customized training programs for corporate clients.

**MINIMUM QUALIFICATIONS:**

1. A Primary Instructor must be a registered nurse with two years of experience as a registered nurse and at least one year in the provision of long-term care facility<sup>1</sup> service as a registered nurse.  
A prospective instructor must submit a resume that shows:
  - a. His/her nursing experience in meeting resident's psychosocial, behavioral, cognitive and physical needs. This includes direct care, supervision, or education.
  - b. Full- or part-time status for one year in the provision of a licensed long-term care facility. If part-time, resume must list the number of hours worked per week and the total number of weeks worked in a given period. Include the months/years and address(es) and telephone number(s) of the long-term care facility(ies). Minimum experience during the 1 year or 12 months of employment in a long-term care facility is 200 hours.
2. Current PA registered nurse (RN) license. A Primary Instructor must teach at least 51% of the total program. A licensed practical nurse is eligible to become Assistant Instructor and teach a maximum of 49% of the total program hours.
3. Unrestricted license<sup>1</sup>
4. Completed the Teaching-the-Educator Workshop offered through Pennsylvania State University at <http://www.ed.psu.edu/tte>.
  - a. Date(s) attended
  - b. Nurses who possess a current teaching certificate issued by the PDE or evidence of being an instructor in an approved practical nursing program or in a professional school of nursing may be permitted to attend only the days when the rules and regulations pertaining to nurse aide training in Pennsylvania are presented. This option only applies if a verification form is first submitted to and approved by PDE.
5. Program maintains evidence of an acceptable PA Criminal History Record Information Report according to Act 13 of 1997.
6. Program maintains evidence of a negative test for tuberculosis according to the policy of the nursing facility where students complete their clinical experience.

<sup>1</sup>Definition: Long-term Care Facility – an institution licensed by the Department of Health as a long-term care facility. This includes: a distinct unit of a hospital that possesses a separate license by the Department of Health (transitional care or skilled care unit) and geriatric units at a Veterans Administration institution. This does not include the following: institutions that provide care for the chronically disabled or mentally challenged, geriatric psychiatry, hospice care, home care, and general medical units in a hospital.

<sup>2</sup>No practice limitation imposed on the professional license.

**PREFERRED QUALIFICATIONS:**

- Preference will be shown for applicants with prior nurse aide teaching experience. Newly credentialled applicants are encouraged to apply.

**ESSENTIAL FUNCTIONS:**

- Availability to teach public classes or customized training for corporate clients.
- The ability to assess student needs and wants and fulfilling those needs is a crucial approach for workforce development faculty.
- Instructional practices should be founded in practical application and extensive participation by the students.

**ADDITIONAL ELIGIBILITY REQUIREMENTS:**

Valid Driver's License and consistent access to vehicle is required.

**PHYSICAL REQUIREMENTS:**

The physical and mental demands described are representative of those that must be met to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to read, communicate verbally and/or in written form using English language; remember and analyze certain information; and remember and understand certain instructions or guidelines
- Driving, standing, walking and sitting
- Must be able to occasionally lift and/or move up to 25lbs/12kg
- Ability to use technology tools required for performing the specific responsibilities of this position; and remember and understand certain instructions or guideline

**WORKING CONDITIONS/WORK SCHEDULE:**

- Classroom and clinical locations include Erie, Meadville, Oil City, and St. Mary's, Pennsylvania.
- Work hours vary. The class schedule typically falls within 2:00 pm – 9:30 pm, Monday – Thursday.
- Work hours may include Saturday's.

**TRAVEL REQUIREMENTS:**

- See <http://regionalcollegepa.org> for information concerning classroom locations.
- A valid Driver's License and consistent access to a vehicle is required.

**OTHER DUTIES:**

Perform other duties as assigned.