



Certified Nursing Assistant Instructors Part-time Instructors

Department: Health Sciences and Education

Job Order 600850

August 17, 2012 **UPDATED** October 16, 2017

NWTC is seeking to build a pool of qualified Certified Nursing Assistant Instructors to draw upon as needed. Part-Time faculty are an integral part of the College's staff, helping us provide all learners with the highest quality learning opportunities when, where and how they want it.

Upon successful submission of your application, you will be considered for future part-time faculty opportunities. NWTC will keep your application in our files as a POTENTIAL candidate who could possibly fill a position when or if the need arises.

LOCATION: District Wide. Classes could be held in Green Bay, Marinette, Sturgeon Bay, Crivitz, Luxemburg, Niagara and/or Oconto Falls.

HOURS: Hours vary and can include day, evening, and weekend classes

SALARY: \$39.00/hour

POSITION REPORTS TO: Associate Dean, Health Sciences

This position is customer-focused and will require flexible scheduling and/or delivery to meet customer needs.

Northeast Wisconsin Technical College is committed to promoting a learning environment where employees and students of differing perspectives and cultural backgrounds pursue career and academic goals embraced in an environment of respect and shared inquiry.

The College is seeking to attract ethnically diverse instructors and staff who can inspire our increasingly diverse student population.

Required online application available on website: www.nwtc.edu/jobs

Location: Northeast Wisconsin Technical College, Human Resources, 2740 West Mason Street, Green Bay, WI 54307- 9042. All postings are considered current and available until removed from the website.

NOTE: Interested applicants should indicate their desired location on their resume.

GENERAL QUALIFICATIONS

- Bachelor's degree from an accredited college in a related field preferred, minimum of an Associate Degree in related field
- A minimum of 2 years successful occupational experience as a Registered Nurse with at least one year in long term care.
- At a minimum, occupational experience has to have occurred at least 1 year within the last 5 years. The aforementioned may be waived if the candidate has two years of post-secondary teaching experience in the appropriate occupational field within the last 5 years
- To meet DHS requirements, completion of a DHS approved *Train the Trainer* program or its equivalent prior to teaching first class.

- Licensed as an Registered Nurse (RN) in the State of Wisconsin or a state belonging to the Nurse Licensure Compact (NLC)
- Ability to work in a team environment

GENERAL DUTIES AND RESPONSIBILITIES

- Responsible for managing the instructional process, associated curriculum review and development and student advising within the area of instruction.
- Provide educational leadership and work effectively with faculty, administration, and campus support staff including workplace learning services to perform contract work.
- Specific duties and responsibilities will be discussed as needs arise within the different areas of instruction.

PHYSICAL DEMANDS: The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the instructor will be exposed to normal office conditions and usual office equipment such as telephone, personal computer, printers/copiers, videos, overhead projects, and general tools of the trade. The employee will be constantly required to sit, talk, hear, and type/write. The employee will be frequently required to stand, walk, touch/handle/grasp (using hands and fingers), and reach with hands and arms. The employee must occasionally bend or squat and lift and/or push up to 10 pounds of general office items. Some instructor positions may be exposed to outdoors, fumes, noises, extreme temperatures, confined spaces and heights. Some instructor positions require driving a vehicle. Specific vision abilities required by this job include close, far, sharpness of vision, and field of vision.

This position requires regular and punctual employee presence.

All application materials are only accepted online: resumes, cover letters, etc., must be attached to the application at the time of submission. **You are unable to go back after an application is submitted to add, delete or change any information**, other than address, phone number, and e-mail. Transcripts, however, may be added at any time.

NWTC does not discriminate on the basis of age, race, color, disability, sex, gender, sexual orientation, gender identity, national origin or other protected classes.