

~~NURSING AND ALLIED HEALTH INSTRUCTIONAL SPECIALIST~~
NURSING INSTRUCTIONAL SPECIALIST

DEFINITION

To supervise and coordinate the activities of the Nursing and Allied Health Laboratory; to organize, schedule, and participate in evaluating a variety of laboratory experiments; and to assist instructors with laboratory teaching demonstrations.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from an educational manager.

May exercise technical or functional supervision over student assistants and independent contractor providers.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

Supervise and tutor students in the practical application of health care skills in the college learning laboratory, local hospitals or other off-campus facilities.

Assist instructors with demonstrations of technical procedures.

Monitor student practice sessions, and monitor student technical proficiency.

Prepare, maintain, issue, order, and inventory laboratory equipment.

Prepare, maintain, and evaluate laboratory records; assist in developing and monitoring assigned budget.

Anticipate and obtain instructor requests for materials according to Skill of the Week syllabi.

Maintain journal library and written reference materials.

Maintain audio-tutorial equipment and resources and audio-visual and computer materials.

Assist students in computer laboratory.

Organize and route audio-tutorial materials for preview showings.

Assist in scheduling of classrooms

Establish, verify and maintain student health care records and prepare student health forms for clinical agencies.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Nursing principles, methods and procedures.

Emergency health care procedures and protocols.

Medical technology, clinical routines and equipment.

Skill to:

Assist students in understanding professional nursing and allied health concepts and practices.

Communicate effectively in oral and written forms.

Understand and carry out oral and written instructions in an independent manner.

Establish and maintain a variety of records and prepare reports.

Explain and exemplify ethical standards of the health care professions.

Organize, coordinate and supervise a variety of laboratory and health science activities.

Establish and maintain effective work relationships with those contacted in the performance of required duties.

Develop sensitivity to people of racial, ethnic, gender and cultural diversity.

Use and operate a variety of office, nursing and related health equipment.

Experience and Training

Any combination of experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the knowledge and skills would be:

Experience:

Two years as a registered nurse including some supervisory experience.

~~Six months experience in emergency and pre-hospital care.~~

Training/Education:

Graduation from an accredited school of registered nursing.

License and Certificate:

Possession of a valid California registered nursing license issued by the Board of Registered Nursing.

Possession of a valid CPR certificate.