

Nursing (CNA) Instructor/Coordinator - One Year
Temporary
South Orange County Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=235788>

Downloaded On: Dec. 21, 2024 6:41am

Posted May 8, 2024, set to expire Jan. 28, 2025

Job Title	Nursing (CNA) Instructor/Coordinator - One Year Temporary
Department	
Institution	South Orange County Community College District South Orange County Community College District, California
Date Posted	May 8, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Lecturer/Instructor
Academic Field(s)	Health Sciences
Job Website	https://wd5.myworkdaysite.com/en-US/recruiting/socccd/SOCCCD/job/Saddleback-College/Nursing--CNA--Instructor-Coordinator---One-Year-Temporary_REQ12171

Apply By Email

Job Description

Title:Nursing (CNA) Instructor/Coordinator - One Year Temporary

Job Category:Faculty CTA

Job Opening Date:May 08, 2024

Job Closing Date:May 22, 2024

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Location:Saddleback College

Work Location:Mission Viejo, CA

Department:[School of Health & Wellness](#)

Pay Grade, for more information click on this link:

<https://www.socccd.edu/departments/human-resources/contracts-and-salary-schedules>

Pay Rate Type:Monthly

Work Days:TBD

Work Hours:36

Hours Per Week:36

Percentage of Employment:100%

Months of Employment:10

Salary:\$82,522 to \$110,030 annually

Required Documents:

Cover Letter, Resume/CV, Transcripts and License

Job Description:

Application materials must be received by 11:59 pm on May 21, 2024.

The ideal candidate for this position is an equity-minded individual who understands the importance of creating opportunities in Nursing (CNA) for students who have been historically underserved. Saddleback College seeks candidates who view the elimination of inequities as an individual and collective responsibility and who strive to reframe inequities as a problem of practice. In addition, the

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ideal candidate demonstrates a commitment to student-centered teaching practices, effective cross-disciplinary and cross campus collaboration, transparent decision-making, and purposeful service to the community. The ideal candidate will embrace the role of an educator who is continually learning anti-racist pedagogy and adapting to the needs of a diverse student population.

This position is a temporary one (1) academic year assignment.

Summary of Duties and Responsibilities:

- Teach Clinical Nursing and related courses to a diverse student population.
- Instruct and assist in the growth and success of a diverse population of students through careful preparation of course materials, effective teaching methodologies and informed critical feedback on assignments and discussions in support of student success.
- Develop culturally relevant course content, culturally responsive pedagogical techniques, and effective practices for engaging students who are diverse and/or are students who are historically underserved. The ideal candidate should have experience with relevant pedagogical techniques to engage diverse student populations such as African American, Latinx, Native Americans, Pacific Islanders and other disproportionately impacted students.
- Participate in curriculum development and serve on department, division/school, college and district committees as necessary to maintain and improve the instructional program; participate in appropriate professional development activities.
- Engage in co-curricular activities, including planning, implementing, and teaching in special programs designed to support student success.
- Participate in the formulation of Student Learning Outcomes (SLOs) and the Student Learning Outcomes assessment cycle.
- Maintain formal office hours; stay current on information as discussed in department and division/school meetings.
- Provide an average of one (1) hour per week of college service that supports the division/school, college and/or District goals through active participation in one or more of the following categories: committee work on the department, division/school, college, and/or district level; non-classroom college, district, or community activities; department/division/school activities, events, or meetings; student club advisor activities or events.
- Remain current in your discipline, of instructional methods and new technologies pertinent to areas of assignment; learn and apply emerging technologies and advances (e.g., computer software applications, Artificial Intelligence) as necessary to assist and support student success.
- Teach scheduled classes and perform related duties as assigned, including comply with the

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applicable Course Outline of Record(s) (COR); respond to and evaluate student work regularly and consistently, inform students on a timely basis of their progress in the course throughout the term; and respond to student academic concerns, as appropriate, in a timely manner. Comply with district, college, and division/school policies in the performance of duties.

- Work cooperatively with faculty, staff, and students.
- Regular and consistent performance of the requirements of your position.
- The Faculty Coordinator will serve as CNA Director for California Department of Public Health.
- Ensure program compliance with all standards and guidelines set forth by state and national accrediting bodies and regulatory agencies (CDPH, Federal Title 22, COE, WASC, CDE).
- Maintains certifications/licenses and other necessary requirements to fulfill the role of instructor for a nurse assistant/home health aide program in the state of California.
- Completes all state forms, NATP forms as directly completely and turns them in on time including attendance records, Individual Student Records, Individual Skills Records.
- Advises students on other career pathway program options.
- Advises students with instructional issues and follows set plans of remediation for students.
- Assists students with application for certification examination.
- Complies with FERPA and HIPAA policies regarding student records that denote compliance with agency contract, health regulations, theory and clinical performance.
- Coordinate and ensure timely placement of students at clinical externship sites, conduct orientations, and provide students with necessary documentation and information for sites as required by CDPH.
- Monitor, evaluate, and report student progress and attendance as required by CDPH.
- Conduct regular site visits and support CNA Instructors as needed on site during clinical externship as required by CDPH.
- In collaboration with the dean, review affiliation contracts with clinical agencies and ensure clinical sites are approved by CDPH.
- In collaboration with the dean, provide assessment regarding compliance with clinical placement standards for all students before placement in line with CDPH standards.
- Initiate and maintain appropriate documentation to all agencies for student placement.
- Ensure the clinical environment is appropriate for students per CDPH standards
- Ensure the program meets CDPH curriculum standards, including syllabi, student resources and lesson plans.
- Complete and submit course records and reports in a timely manner, meeting all required deadlines for CDPH and any other applicable regulatory agency.
- Maintain student records as required by CDPH.
- Ensure all publications and advertising, electronic and hard copy, are accurate and updated and meet CDPH standards.

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- Additional duties as required to maintain program's California Department of Public Health (CDPH) approval and compliance with CNA Training Program State & Federal Regulations - CA Title 22 and Federal Title 42.

Minimum Qualifications:

1. Must meet one of the following minimum qualifications under (A) through (D):

- A. Any Bachelor's degree plus 2 years of professional experience; OR
- B. Any Associate's degree plus 6 years of professional experience; OR
- C. Possession of a Valid California Community College instructor credential appropriate to the subject (issued prior to July 1, 1990); OR
- D. A combination of education and experience that is at least the equivalent of items 1 or 2 above (Applicants applying on the basis of equivalency must complete all Equivalency questions on their application in addition to all other required materials).

AND

2. Commitment to equity and diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff. The applicant must be able to demonstrate how these factors relate to the need for equity minded practices within an educational environment.

In addition to the Minimum qualifications above, CNA Program Instructors must also meet the following:

- A. Active California Licensure in Vocational Nursing or Registered Nursing.
- B. Ability to gain approval from the Department of Public Health as a Director of Staff Development (DSD).
- C. CPR (BLS) American Heart Association.
- D. Complete physical and required health records in accordance with clinical facility and ability to take on the role of instructor.
- E. One (1) year experience as a licensed nurse, providing direct patient care in an acute care or long-term care facility AND One (1) year experience planning, implementing, and evaluating

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educational programs in nursing.

- OR
- F. Two (2) years of experience as a licensed nurse, with at least one (1) year of which must be in the provision of direct patient care within a nursing facility.

Desired Qualifications:

- Experience in multicultural programs in a college or university setting including experience working in a multicultural environment. Skills to communicate and work with diverse constituencies, particularly in a Certified Nursing Assistant program or other post-secondary academic program.
- Bachelor's degree in the nursing field.
- One year full-time employment with a Home Health Agency.

Application Procedure:

To be considered a candidate for this position, the following materials must be electronically uploaded:

- Completed South Orange County Community College District online application including education and experience.
- Cover letter.
- Current resume and/or curriculum vitae.
- Required License.
- Academic transcripts of all college level coursework showing date degree awarded from an accredited institution. For consideration, degree(s) must be awarded at the time of application, or applicant must complete the Supplemental Application for Equivalency Determination form with online application. Unofficial transcripts are acceptable at time of application. Successful candidate must provide official transcripts upon hire. Non-U.S. transcripts must include a certified U.S. evaluation (i.e., NACES agency: www.naces.org) at the time of application.

You will also be required to answer the following question:

How has your background and experience prepared you to be an effective instructor at a college that is committed to equity, values diversity, and expects inclusion?

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Incomplete application packages will not be considered.

All submitted materials become the property of the South Orange County Community College District and will not be returned or copied and will be considered for this position only.

Applicant bears the sole responsibility for ensuring that the application package is complete when submitted. All travel arrangements will be at applicant's expense. Application materials must be received by the deadline. Application materials received after the closing deadline will not be accepted.

For an online application, information, and instructions visit the Join SOCCCD website at www.socccd.edu, email hrinfodesk@socccd.edu, or call (949) 582-4850.

Federal law requires every new employee to present documentation showing eligibility to work in the U.S. SOCCCD does not sponsor employment Visas.

Selection Procedure:

A screening committee will review application materials which are complete and received by the deadline. A limited number of applicants will be invited to the District for an initial interview at their own expense. Possession of the minimum qualifications does not ensure an interview.

Compensation and Fringe Benefits:

This position is a temporary one (1) academic year assignment. Full-time faculty are paid on the Academic Salary Schedule (see Wages for salary placement criteria in the Academic Employee Master Agreement located under Contracts on the District website). The District offers a comprehensive package of insurance benefits which includes medical and dental insurance, vision-care plan, life insurance and dependent life coverage, accidental death and dismemberment coverage, long-term disability plan, and legal plan. All premiums are fully paid by the District.

SPECIAL COVID-19 NOTICE:

Interviews may be held in-person (following all necessary precautions) or in a virtual format.

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Employees must reside in California while employed with the South Orange County Community College District (SOCCCD), even during remote work. Thank you for your continued interest in working at the SOCCCD.

The SOCCCD is committed to protecting the health and wellbeing of students, faculty, staff, administrators, and the communities it serves. More information can be found on our District website by visiting <https://www.socccd.edu/communications/covid-19-information>.

NOTICE TO ALL CANDIDATES FOR EMPLOYMENT:

The Immigration Reform and Control Act of 1986, Public Law 99-603, requires that employers obtain documentation from every new employee which authorizes that individual to accept employment in this country. SOCCCD will not sponsor any visa applications.

PLEASE NOTE:

A California Public Employees Retirement System (CalPERS) retiree may not accept employment until after the first 180 days of retirement. Anyone retired from CalPERS accepting permanent employment with this District will be required to reinstate as an active CalPERS member. Please contact CalPERS for additional information regarding your retirement status.

Any active vested member of California State Teachers Retirement System (CalSTRS), who accepts employment with the District to perform service that requires membership in CalPERS, is eligible to elect to continue retirement system coverage under CalSTRS

DISABILITY ACCOMODATIONS:

If you require special accommodations in the application and/or selection process, please notify District Human Resources at least two (2) business days prior to the Job Close Date/Initial Screening Date, by either calling (949) 582-4850 or sending an e-mail to hrinfodesk@socccd.edu.

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ATTENDANCE REQUIREMENT:

Report to work on a regular and consistent basis, as scheduled, to assigned job.

CAMPUS CRIME AND SAFETY AWARENESS:

Information regarding campus crime and safety awareness can be found at www.saddleback.edu or www.ivc.edu. Paper copies are available in the District Human Resources office upon request.

EEO/AA Policy

DIVERSITY, EQUITY, INCLUSION, AND EQUAL EMPLOYMENT OPPORTUNITY (EEO):

The South Orange County Community College District is committed to creating an academic and work environment that fosters diversity, equity and inclusion and equal opportunity for all, and ensures that students, faculty, management and staff of all backgrounds feel welcome, included, supported, and safe. Our culture of belonging, openness, and inclusion, makes our district a unique and special place for individuals of all backgrounds.

Our District and our colleges are looking for equity and inclusion-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to the understanding of diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present within our community. When you join our District, you can expect to be part of an exciting, thriving, equity-focused, and inclusive community that approaches higher education with the lens of social justice and collaboration among students, faculty, staff, administration, and community partners. In deciding whether to apply for a position with our District, you are strongly encouraged to consider whether your values align with our District's mission and goals for EEO, Diversity, Equity, and Inclusion.

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SOCCCD IS AN EQUAL OPPORTUNITY EMPLOYER

Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

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