

Certified Nursing Assistant (CNA) Instructor/ CNA  
Coordinator  
South Orange County Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=243456>

Downloaded On: Dec. 11, 2024 2:55pm

Posted Aug. 21, 2024, set to expire Jan. 28, 2025

**Job Title** Certified Nursing Assistant (CNA) Instructor/ CNA Coordinator  
**Department**  
**Institution** South Orange County Community College District  
Mission Viejo, California

**Date Posted** Aug. 21, 2024

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Lecturer/Instructor

**Academic Field(s)** Health Sciences

**Job Website** <https://www.schooljobs.com/careers/socccd/jobs/4625601/certified-nursing-assistant-cna-instructor-cna-coordinator>

**Apply By Email**

**Job Description**

# Certified Nursing Assistant (CNA) Instructor/ CNA Coordinator

**Salary:**\$82,522.00 - \$110,030.00 Annually

**Location:**Saddleback College, CA

**Job Type:**SC - Faculty (Full-Time)

**Job Number:**202400056

**Office, Division, or School:**SC - School of Health and Wellness

**Opening Date:**08/19/2024

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**Closing Date:**9/30/2024 11:59 PM Pacific

- [Description](#)
- [Benefits](#)
- [Questions](#)

**Application Instructions:**

- Complete all sections and fields on the application and attach all required documents – incomplete applications may not be considered.
- Include all relevant education, training, and/or experience on the application.
- Do not include any personally identifiable, confidential, or otherwise unrequested information that does not pertain to job related factors (e.g., social security number, date of birth, pictures, etc.) on your application or attached documents.
- For job postings with a close date, all applications received by 11:59 PM (Pacific Time) on the job posting close date, will receive consideration.
- For job postings with an initial screening date, all applications received by 11:59 PM (Pacific Time) on the job posting initial screening date, will receive priority consideration; however, typically the job posting will remain open, and continue to accept applications, until the position is filled.

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- For job postings requiring professional references, include at least three (3) professional references from the following categories:
  1. Current department chair(s) (for faculty) or supervisor(s);
  2. Previous department chair(s) (for faculty) or supervisor(s) (from within the past five (5) years);
  3. Master's thesis or Doctoral Dissertation advisor or supervisor (for faculty);
  4. Colleague(s) or co-worker(s) who can address professional competency and skills relevant to the position; and/or
  5. Other professional references.

Please note, professional references are typically contacted when a candidate is selected for, or as a finalist for, a position.

## Description

The ideal candidate for this position is an equity-minded individual who understands the importance of creating a path towards Nursing 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 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.

### 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

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on assignments and discussions in support of student success.

Faculty Coordinator will serve as CNA Director for the program per CDPH requirements.

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 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

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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.

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.

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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.

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).

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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 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 with

**Contact Information**

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



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**Contact**

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