

**Nursing lab Assistant - Instruction & Classroom Support
Technician 4
Community Colleges of Spokane**

Direct Link: <https://www.AcademicKeys.com/r?job=264337>

Downloaded On: Oct. 23, 2025 11:14pm

Posted Oct. 23, 2025, set to expire Jan. 6, 2026

Job Title	Nursing lab Assistant - Instruction & Classroom Support Technician 4
Department	Staff
Institution	Community Colleges of Spokane Spokane, Washington
Date Posted	Oct. 23, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Health Sciences
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Job Description

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Nursing lab Assistant - Instruction & Classroom Support Technician 4

Community Colleges of Spokane

Location:Spokane CC Main Campus Spokane

Department:SCC Nursing

Salary Range: \$26.74 - \$35.97

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Open continuous

Starting salary for this position is: \$26.74 (Hourly)

Employees hired at the entry step of this range receive salary step advancement after six months and every 12 months thereafter. An employee hired at anything higher than the entry step of the range will have salary step advancement after 12 months and every 12 months thereafter until they reach the top of the salary range. Each salary step advancement will be approximately a 5% increase.

About Us

Spokane Community College, part of Spokane Colleges, serves 15,000 students with career technical, liberal arts, and adult education programs in Spokane and surrounding rural communities.

Applications will be accepted until the position is filled. However, since the screening committee will begin reviewing applications on 10/31/2025, submissions are encouraged prior to that time.

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About the Nursing lab Assistant - Instruction & Classroom Support Technician 4

JOB SUMMARY

Under the general direction of the Associate Dean of Nursing, the Instruction & Classroom Support Technician 4 (Nursing Lab Assistant) is responsible for planning, developing, and implementing instructional support for the nursing labs and simulation center at Spokane Community College.

This involves applying knowledge of nursing to facilitate realistic labs and simulated learning experiences for students. This position coordinates projects and programs for the Nursing department's labs and supervises work-study student employees when assigned.

The Lab Assistant works closely with the Laboratory and Simulation Coordinator and is responsible for keeping the labs organized, ensuring equipment is in good working order, and ordering and keeping track of supplies. Running computer equipment to assist with simulations is also part of the job responsibilities.

Non-permanent classified paid hourly position. Not to exceed 18 months.

DUTIES AND RESPONSIBILITIES

- Assist with lab setup and take down. *
- Help maintain educational resource materials, lab equipment and supplies. *
- Organize storage areas and maintain inventory. *
 - Prepare supply orders.
 - Ensure labs are stocked with sufficient supplies for all labs.
 - Ensure safe storage of all supplies including hazardous materials and practice medications.
 - Coordinate distribution of supplies to all labs supply rooms.
 - Maintain PYXIS. Enter Lab Patient Medications. Maintain stock levels of medications for laboratory and simulation patients.
- Participate in and contribute to the upkeep of the Nursing Laboratories and Simulations center *
 - Provide orientation to instructors regarding laboratory and simulation procedures, location and use of materials.
 - Assist with training faculty in the use of simulated equipment in labs and the simulation center.
 - Recommend and perform general cleaning of laboratories.
 - Recommend and perform maintenance and repairs of laboratory equipment.

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- Contribute to a safe laboratory environment. *
 - Keep current with safety regulations.
 - Check and maintain safety equipment.
 - Provide training and enforcement of safety procedures to individuals including faculty, staff, and students using laboratories and the simulation center.
- Assist instructors with labs and simulations. *
 - Program software to instructor specification to model the simulator's physiological responses. Support/assist in roleplaying applications, prop placement and moulage setup before and after simulations to create a virtual healthcare setting. .
 - Operate simulation mannequin sessions based on priority identified by the faculty.
 - Use ATI (nursing education software) to gather information for weekly lab activities such as patient name bands, medication labels, etc. *
- Model professional decorum and mutual respect in all personal interactions. *
- Comply with district policies, procedures and directives, state and federal regulations, orders and statutes and collective bargaining agreements. *
- Support and advance Spokane Colleges' strategic plan, and perform other duties as assigned. *

* Indicates this is an essential duty.

COMPETENCIES

- Manages Complexity
- Decision Quality
- Action Oriented
- Plans & Aligns
- Ensures Accountability
- Drives Results
- Collaborates
- Instills Trust
- Demonstrates Self-Awareness
- Self-Development
- Nimble Learning
- Situational Adaptability

Learn more about [our competencies](#).

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MINIMUM QUALIFICATIONS

- LPN or RN nursing credentials. (A nursing background that provides medical and medical equipment subject knowledge.) Or an equivalent mix of education and experience that demonstrates the candidate meets all competency requirements for this position.
- Computer skills including the ability to use the internet, email, and word processing software (Microsoft Office 365).
- Effective communication skills.
- Ability to set priorities and accommodate changes.
- Ability to work a flexible schedule.
- Ability to prepare and organize laboratory and demonstration materials.
- Ability to work in a team environment and independently.
- Ability to problem solve.
- Ability to read, analyze, and interpret complex documents.
- Ability to learn how to use Nursing equipment, ATI, PYXIS and other digital tools/programs.

DESIRED QUALIFICATIONS

- Experience using nursing equipment and supplies.

PHYSICAL REQUIREMENTS

- Work is performed in a classroom and laboratory environment with frequent interruptions and background noise.
- Work is active.
- Work requires long periods of standing and walking.
- Move up to 25 lbs. frequently and up to 50 lbs. occasionally. Team lifts are encouraged and to be used at the employee's discretion.
- Occasional to frequent change in position from sitting, standing, and walking.
- Work directly with students/clients.
- Must be able to read and understand instructions to recognize and handle hazardous, unsafe or poisonous materials.
- Occasional exposure to fumes, dust, odors and/or biohazards.

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CONDITIONS OF EMPLOYMENT

- Non-permanent classified paid hourly position. Not to exceed 18 months.
- Work schedule will be determined by the supervisor and Laboratory Coordinator.
 - Labs are held Monday through Friday, between 7 am and 8 pm.
 - Scheduled hours vary each quarter based on the class schedule.
 - Saturday and Sunday availability may be needed. There are a few weekend labs each quarter.
- This position is overtime eligible.
- Criminal background checks are required.
- This position is eligible for coverage under a collective bargaining agreement. Membership is optional.

Person hired must be able to provide acceptable documentation of U.S. Citizenship or lawful authorization to work in the United States. This is an absolute condition of employment. An offer of employment will not carry with it any responsibility or obligation on the part of the district to sponsor an H1-B visa. In addition, the Spokane Colleges maintain a drug-free work environment and prohibits all smoking in the college buildings and state-owned vehicles. Must be able to successfully work in and promote a multicultural work and education environment.

Prior to a new hire, a background check including criminal record history will be conducted. Information from the background check will not necessarily preclude employment but will be considered in determining the applicant's suitability and competence to perform in the position. Once an applicant is chosen for a position, they are required to complete and submit a declaration regarding sexual misconduct and investigation per state law.

Benefits Information

Medical, dental, life and long term disability insurance benefits are provided as currently administered under Public Employees Benefits Board; WA State Retirement Plan; vacation and sick leave begin to accrue at the rate of one (1) day per month, upon employment. (For positions that are less than full time, leave accruals will be prorated to the percentage of the position.) This position is designated a bargaining unit position and union membership is not a condition of employment. Leave accruals and usage are governed by the WFSE collective bargaining agreement.

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[Public Employees Benefits Board](#)

[Additional benefits information](#)

Required Application Materials

To qualify for consideration, applicants must meet required competencies and submit a complete application packet, which includes the following:

- Cover letter - addressing your qualifications relevant to the responsibilities of this position.
- Resume.
- References - the names, addresses, and phone numbers of three professional references.

For questions regarding a job application or the hiring process, or if you require an accommodation during the application or interview process, please contact HR at CCS.Recruiter@ccs.spokane.edu.

Equal Opportunity Institution

Spokane Colleges provides equal opportunity in education and employment and does not discriminate on the basis of race, color, national origin, citizenship or immigration status, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, veteran or military status, or use of a trained guide dog or service animal. This policy is in accordance with state and federal laws including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

Direct all inquiries or grievances regarding access, Title IX, ADA, equal opportunity compliance, and/or grievances to:

Frederick Davis, MA

Chief Human Resources Officer

Spokane Colleges

P.O. Box 6000, MS1004

Spokane, WA. 99217-6000

509-434-5040/ ccs.titleix@ccs.spokane.edu.

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To apply, please visit: <https://careers.ccs.spokane.edu/jobs/nursing-lab-assistant-instruction-classroom-support-technician-4-spokane-washington-united-states-573ff7e9-5cd5-49e4-acfd-7bce5e611439>

Contact Information

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

Contact

Staff

Community Colleges of Spokane

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