



Bluefield State University

Job Vacancy Announcement

Open Rank Faculty & Simulation Coordinator for Associate of Science in Nursing Program

POSITION TITLE: Open Rank Faculty & Simulation Coordinator for Associate of Science in Nursing Program

JVA#: 2022-21

DEPARTMENT: School of Nursing and Allied Health

POSITION SUMMARY: This position is a full time, 9-month clinical-track faculty position that focuses on teaching, and that requires a summer supplemental contract for teaching and clinical oversight. Rank anticipated to be at the Instructor, Assistant or Associate Professor level, depending upon qualifications, starting August 2023. The selected candidate will work under the supervision of the Program Director of the Associate of Science in Nursing Degree program. This position will require coordination of all simulated experiences for both campuses (currently Bluefield and Beckley, WV). In addition, clinical instruction may be required as needed.

CORE RESPONSIBILITIES:

The essential job functions and responsibilities for this position include, but are not limited to:

- Instruction in the clinic setting as needed.
- Cooperation with program faculty to correlate and coordinate simulated experiences for all levels of nursing students.
- Develop a schedule to regularly review needed lab equipment and to assure proper function of all simulation equipment.
- Availability to students/clinic educators during all clinical hours.
- Serve the community through service learning projects with students and other university constituent groups.
- Maintain current knowledge of program policies, procedures, and student progress.
- Collaboration with faculty and staff of the university in program development, scheduling, simulation scenarios and faculty simulation need.
- Assist with the compilation of all documents and completing other requirements for simulation accreditation.
- Meet deadlines for evaluation and documentation of student performance as required, and in compliance with, Bluefield State University, WV RN Board, ACEN and HLC standards.
- Participate in the programmatic/university accreditation process and all necessary assessment processes.
- Evaluate student progress through examinations and observations of performance.

- Actively support student success through individual counseling and advising.
- Participate in department, school, and general faculty meetings, applicable university committee activities, and other forms of university and community service.
- Maintain an active program of professional development related to individual, professional, and institutional needs.
- Work cooperatively with the Program Director, faculty and clinical preceptors to complete and update simulation and clinical evaluations tools, handbooks and curriculum.
- Maintain clinical education documents including records of student performance and competency procedures.
- Perform other duties and responsibilities as assigned.

MINIMUM REQUIRED QUALIFICATIONS:

- Bachelor's degree in Nursing required, with a Master's degree in Nursing preferred. Candidates without the Master's degree would be required to enroll and complete the Master's degree within 3 years post-employment.
- Minimum of three (3) years of full-time work and/or instructional experience as a Registered Nurse.
- Demonstrated proficiency in nursing supervision, instruction, evaluation, and academic advising.
- Valid U. S. Driver's License required.
- **Preferred Qualifications:** Preference given to candidates who demonstrate at least one year of experience as a simulation laboratory coordinator; current knowledge and current practice of nursing simulation; and/or candidates holding a simulated education certification.

COMPENSATION: Salary is commensurate with qualifications and experience. Position is dependent upon available funding.

THE UNIVERSITY: The mission of Bluefield State University is to provide students an affordable, accessible opportunity for public higher education. A historically black institution, Bluefield State University prepares students for diverse professions, graduate study, informed citizenship, community involvement, and public service in an ever-changing global society. More information about the University is available at www.bluefieldstate.edu.

APPLICATION PROCEDURE: Completed applications are to be submitted in electronic format only to humanresources@bluefieldstate.edu and must include:

1. Letter of interest specific to the position;
2. A completed BSU Employment Application (form available at <https://bluefieldstate.edu/resources/human-resources/jobs>);
3. Resume/CV;
4. Proof of Licensure as a Registered Nurse;
5. Contact information for at least three professional references; and
6. Transcripts (unofficial transcripts are acceptable for the application process; official transcripts will be required of the selected candidate).

NOTE: Please **do not** include photographs or any personal information (e.g. D.O.B, place of birth, etc.) on your application or supporting documents. Bluefield State University does not provide H1B visa or employment sponsorship.

DATE POSTED: December 6, 2022

CLOSING DATE: Position is open until filled. For full consideration, applications must be received by 4:00 pm EST, **Tuesday, February 28, 2023**. Applications will be accepted until position is filled; however, applications received after the deadline may not receive full consideration.

Bluefield State University is an HBCU, AA/EOE/ADA employer, committed to the principle that minorities, women, veterans, and individuals with disabilities are encouraged to apply. The university complies with all applicable federal and state laws designed to promote equal educational and employment opportunities. Bluefield State University does not provide H1B visa or employment sponsorship.