



Bluefield State University

Job Vacancy Announcement

Open Rank Instructor & Respiratory Director of Clinical Education (Full-time faculty position)

POSITION TITLE: Open Rank Instructor & Respiratory Director of Clinical Education

JVA#: 2025-02

DEPARTMENT: College of Health Sciences

POSITION SUMMARY: This position is a full-time 12-month faculty position. The chosen candidate works under the supervision of the Program Director of Respiratory Therapy. The Director of Clinical Education will be responsible for mentoring clinical preceptors and serve as the primary point of contact between the clinical affiliates and the program. Visits to clinic affiliates are required and the responsibility of scheduling students for clinical assignments to ensure educationally sound experiences is essential. Additionally, this position requires teaching of Respiratory Care Courses related to Respiratory Care Clinical Practice.

CORE RESPONSIBILITIES:

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

- Didactic instruction/clinical coordination and instruction in the clinic setting as needed
- Responsible for coordinating clinical education with didactic education as assigned
- Evaluate and ensure the effectiveness of clinical experiences
- Provide clinical instruction and document the evaluation and progression of clinical performance leading to clinical competence
- Develop a schedule to regularly visit each clinical affiliate
- Availability to students/clinic educators during all clinical hours
- Recruitment of students for the Respiratory Therapy program
- Act as the liaison between the college and the clinical agencies
- Serve the community through learning projects with students and other college constituent groups
- Maintain current knowledge of program policies, procedures, and student progress.
- Collaboration with faculty and staff of the college in program development, scheduling, marketing and delivery of instruction
- Meet deadlines for evaluation and documentation of student performance as required, and in compliance with college, State, CoARC, and HLC standards.
- Participate in the programmatic/college 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 college committee activities, and other forms of college and community service
- Maintain an active program of professional development related to individual, professional, and institutional needs
- Work cooperatively with the Program Director and clinical preceptors to complete and update clinical evaluations tools, handbooks and clinical curriculum
- Maintain clinical education documents including records of student performance and competency procedures
- Completing other duties and responsibilities as assigned

MINIMUM REQUIRED QUALIFICATIONS:

- Master’s degree from an accredited institution (health-related field is preferred).
- Minimum of two (2) years of instructional experience in the field as a Respiratory Therapist Documented experience in supervision, instruction, evaluation, student guidance, and educational theories and techniques. Documentation of experience in educational theories and techniques may include completed college courses, seminars, or in-service sessions on topics including, but not limited to, learning theory, curriculum design, test construction, teaching methodology, or assessment techniques.
- Valid NBRC certification as a Registered Respiratory Therapist and current licensure through the WV Board for Respiratory Care
- Additional certifications preferred; ACLS, BLS, NRP, Completion of AARC Preceptor Course
- Proficiency in curriculum development, supervision, instruction, evaluation, and academic advising
- Two years of experience as a Respiratory Therapy clinical instructor, preceptor,
- Current knowledge and current practice of Cardiopulmonary Diagnostic and Respiratory Care Procedures

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 with 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. Contact information for at least three professional references; and
5. 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 an H1B visa or employment sponsorship.**

DATE POSTED: January 30, 2025

CLOSING DATE: The position is open until filled. For full consideration, applications must be received by 4:00 pm EST, Friday, February 14, 2025. Applications will be accepted until the 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 an H1B visa or employment sponsorship.