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*Job Posting*

**Associate Degree Nursing Professor**

Posting Date: 6/18/2020

End Date: Until filled

Cisco College is accepting applications for the position of a Professor for the Associate Degree Nursing Program. This position prefers a Master’s in Nursing, however a Bachelor’s of Science in Nursing will be considered, with a current license or privilege to practice as a registered nurse in the state of Texas, three or more years experience as a practicing nurse, evidence of teaching ability, maintenance of current knowledge and safety. A Professor for the Associate Degree Nursing program at Cisco College provides instruction in assigned portions of lab, clinical, and participates in didactic instruction. This position will require flexible hours and the ability to work well with students, other faculty and clinical site personnel. Please scroll down to review the complete Job Description. The position will be based at the Abilene Educational Center of Cisco College and is a full-time position with benefits. Resume packages will be accepted until the position is filled. Packages will be received via email, USPS, and fax, but email is preferred.

**CISCO COLLEGE** offers a generous benefit package, including comprehensive medical, dental, and vision insurance. For the medical benefit only, member-only coverage along with $5,000 of basic term life is provided at no cost to the employee. Other coverages are selected by the employee and payment made through payroll deduction.

The benefits of working in higher education are many and allow you to plan well for your future. Cisco College offers retirement savings such as Teacher Retirement System or Option Retirement Plan – for qualified positions. Twelve month employees also receive both sick and vacation leave on a month to month basis.

Cisco College offers high-quality, affordable academic transfer and career training education to almost 4,000 students per semester across two campuses in Cisco and Abilene, Texas.  Cisco College is training tomorrow's workforce today through innovation, creativity, and hands-on learning experiences.  Cisco College is leading the State in redefining the community college experience to support student success.

The position is a full-time (12 months) position with benefits. Resume packages will be received until the position is filled and will be received via mail, fax, and email, but email is preferred.

***Please note***:  A **complete resume package** must include a cover letter, **completed and signed** Cisco College Application (Application is available on the Employment Page of the website under “Forms”), CV or resume, teaching philosophy, ***unofficial*** copy of transcripts, and copy of nursing license and any other certifications validating credentials. Please ensure **all** required documents are included with your submission.  Incomplete packages will be returned unprocessed.

Please submit your complete resume package to:

Shelli Garrett

Director of Human Resources

Cisco College

101 College Heights

Cisco, Texas 76437

Office: 254-442-5121

Fax: 254-442-5100

shelli.garrett@cisco.edu

**Cisco College is an Equal Opportunity Employer**

Cisco College

Job Description

Job Title: Associate Degree Nursing Program Professor

Reports to: Director of Nursing Programs

Classification: Faculty

Last Reviewed: June 2020

Job Summary

Responsible for assisting with coordination of the Associate Degree Nursing Program and teaching assigned portions of the curriculum, including Clinical Instruction.

The Associate Degree Nursing Program Professor will be expected to accomplish assigned duties in an efficient, effective and competent manner, and to strive for improvement and excellence in all work performed. Additionally, CC employees are asked to demonstrate a commitment to the comprehensive role of the community college as stated in the College Mission, and to cooperate and work harmoniously with College personnel and the public. All CC employees are expected to follow College policies, rules, regulations, and guidelines.

Primary Duties

1. Student Instructor
   1. Continually evaluate the results of teaching
   2. Adjust methods of teaching or presentation in order to provide maximum educational opportunities to each student
2. Cooperate with the administration, departmental chairpersons and other members of the faculty in trying to improve our educational opportunities.
3. Attend to all duties in a prompt, conscientious, objective and professional manner.
4. Offer counseling and guidance to students.
5. Sponsor or assist with student activities when requested by the administration.
6. Attend all faculty meetings that are called by the President, vice President of Learning Services or Director of Associate Degree Nursing Program
7. Maintain currency in CPR.
8. Exhibit loyalty to the institution and support all college activities. Represent the institution favorably in scholarly groups, before the constituency and before the general public.
9. Participate in community affairs when availability allows.
10. Assist with curriculum development and implementation and selection of appropriate class texts.
11. Participate in the selection process when selecting new class.
12. Be familiar with the approval requirements of the Texas Board of Nursing and the accrediting processes of the Southern Association of College and Schools.
13. Respond appropriately to an annual evaluation conference with the Director of Associate Degree Nursing Program
14. Regularly read publications in the discipline and in related fields to remain current. This activity will assure that materials covered in courses and applied in clinical supervision are timely, accurate and oriented toward the realities of today’s work place setting.
15. Be conversant with the Cisco College faculty constitution and by-laws to ensure active participation and facilitation of the schools goals and objectives.
16. Perform all other duties as assigned.

Minimum Qualifications

1. Registered Nurse with current Texas licensure.
2. Evidence of teaching abilities and maintaining current knowledge, clinical expertise, and safety in subject area of teaching responsibility.
3. A minimum of a Master’s degree is preferred, but a Bachelor’s of Science in Nursing will be considered. If the Master’s degree is in a discipline other than nursing, shall hold a bachelor’s degree in nursing from an accredited baccalaureate program in nursing and shall have at least six semester hours of graduate level content in nursing appropriate to his/her teaching responsibilities.
4. At least three years of experience in varied nursing experiences.