

Nursing Instructor

Helena College University of Montana a comprehensive two-year college, provides access to and support of high quality lifelong educational opportunities for our diverse community. Helena College is seeking qualified applicants who wish to become part of a dynamic and creative team for a full-time position as a Nursing Instructor beginning the fall 2021 semester.

Duties and Responsibilities

The Nursing program offers practical and registered nursing degrees. Under the direction of the Director of Nursing, the Nursing Instructor position is a permanent, tenure-track position on an academic year contract.

This position will be responsible for:

- Classroom and clinical teaching.
- Course preparation, remaining current in the area of expertise, and updating course content when appropriate to reflect the current levels of knowledge in the discipline.
- Developing, implementing, and reviewing – at least annually – an effective learning process that incorporates appropriate methodology, technology, and other tools.
- Working in partnership with the Nursing Director, through a formal system of evaluation of instruction, to identify strengths and weaknesses in the instructional process and identify professional development activities that will lead to effective student learning.
- Maintaining an appropriate schedule to allow for student access and inquiry.
- Working in partnership with student services personnel on student advising, orientation, recruitment, and marketing.
- Participating in necessary institutional functions such as, but not limited to, college committees, club sponsorship, and facilitation of advisory committees, student/faculty recruitment, budget development, and mentoring of new and part-time faculty.
- Ability to effectively combine a variety of teaching methods to enhance understanding, including lecture, group discussions and activities, evolving case studies, simulations, etc.
- Other professional responsibilities as assigned.

Minimum Qualifications:

- BSN required and willing to obtain a Master's degree in Nursing within 5 years.
- Unencumbered RN license with the State of Montana required by start date.
 - Specialty in medical –surgical nursing and Nursing Foundations.

Preferred Education, Experience, Knowledge, Skills and/or Abilities:

- MSN or currently enrolled in an MSN nurse educator program.
- Prior teaching experience at the college level.

Benefit and Salary Information:

The base salary range is commensurate with experience.

Benefits include a comprehensive group insurance benefits program including medical plan options with prescription drug and dental plan, vision exam coverage, an employee assistance program (EAP), retirement plan, life and disability insurance options, flexible spending and dependent care account options, and optional long-term care insurance. Additional information on benefits can be found by visiting:

<https://choices.mus.edu/employees.asp>

Application Procedures:

Please email your cover letter, resume, transcripts, references and supplemental question, to hchumanresources@helenacollege.edu. Incomplete applications may not be considered.

1. Please explain what about this RN Faculty position, at Helena College, inspired you to respond to this job announcement.

Union Information:

Helena Teachers' Union, <http://www.helenacollege.edu/hr/docs/union/helena-teachers-union-2019-2021-cba.pdf>

Deadline to Apply:

This position is open until filled, the first review will be on Sunday, April 25, 2021 @ 11:59pm. Applications received after this date may be considered until an adequate applicant pool has been established.

Helena College University of Montana is committed to building a culturally diverse educational environment. The campus is especially interested in candidates who can contribute to the diversity and excellence of the academic community through their teaching and/or service. Women, minorities, individuals with disabilities and veterans are encouraged to apply.

Criminal Background Investigation is required prior to Offer of Employment

In accordance with University policy, finalists for this position will be subject to criminal background investigations.

ADA/EOE/AA/Veteran's Preference

Reasonable accommodations are provided in the hiring process for persons with disabilities. For example, this material is available in alternative format upon request. As an Equal Opportunity/Affirmative Action employer, we encourage applications from minorities, veterans, and women. Qualified candidates may request veterans' or disabilities preference in accordance with state law.

Testing

Individual hiring departments at Helena College may elect to administer pre-employment tests, which are relevant to essential job functions.

*References not listed on the application materials may be contacted; notice may be provided to the applicant.

*All New Employees must be eligible and show employment eligibility verification by the first date of employment at Helena College University of Montana, as legally required (e.g., Form I-9).

Applicant Self Identification Form(optional)

Title VII of the U.S. Civil Rights Act requires Helena College to “make and keep records relevant to the determinations of whether unlawful employment practices have been or are being committed.” This is also a requirement of the Montana Human Rights Act and state and federal laws providing employment opportunities for veterans and persons with disabilities. The following survey helps to fulfill these requirements.

Helena College’s commitment to equal opportunity, nondiscrimination, and affirmative action in employment is realized through its Affirmative Action Plan. This plan and legal responsibilities to ensure equal employment opportunity require reports of job applicants by race/ethnic categories, gender and veteran status. Analysis of the information provided will be used to monitor recruitment and selection practices in at Helena College

This information is *voluntary* and is gathered for statistical purposes only. It is kept confidential, separate from application materials, and will NOT be used in any way to evaluate your qualifications for employment.

Position Applied for:

Last Name:

First Name:

Middle Initial:

Gender:

Male

Female

Race/National Origin:

White (not of Hispanic origin): all persons having origins in any of the original people of Europe, North Africa, or the Middle East.

Black (not of Hispanic origin): all persons having origins in any of the black racial groups.

Hispanic: all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islanders: All persons having origins in any of the original peoples of the Far East, Southeast, the Pacific Islands, or the Indian Subcontinent.

American Indian or Alaskan Native: All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

Veteran Status:

No Military Service

Disabled Veteran: (i) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veteran's Affairs or (ii) a person who was discharged or released from active duty because of a service-connected disability.

Other Protected Veteran: a veteran who served on active duty in the U.S. military, round, naval, or air service during a war or in a campaign or expedition for which a campaign badge has been authorized.

Armed Forces Service Medal Veteran: a veteran who, while serving on active duty in the U.S. military, ground naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

Recently Separated Veteran: a veteran of the U.S. military, ground, naval or air service during the three-year period beginning on the date of such veteran's discharge or release from active duty.

Where did you learn about this vacancy?

Newspaper Job Service Referral Posting Web Career Fair Other: