SOUTHERN ARKANSAS UNIVERSITY TECH
POSITION VACANCY NOTICE

Allied Health Coordinator/Instructor

DATE POSITION AVAILABLE: immediately

APPLICATION DEADLINE: Applications will be reviewed as received and accepted until position is filled.

JOB DESCRIPTION:
This is a full-time 12-month position and is governed by agency/institutional policy.

Primary duties will include but not limited to:

- Oversee the general daily operation of the Allied Health instructional programs and supervision of instructional faculty, adjunct faculty and staff under the supervision of the Vice Chancellor for Academics.
- Coordinate the development, evaluation, and revision of Allied Health instructional programs, curriculum, and courses to ensure academic quality under the supervision of the Vice Chancellor for Academics.
- Maintain policies, procedures, and accreditation as required by the AR State Board of Nursing.
- Mentor and counsel allied health students.
- Supervise the LPN student nurses in the clinical setting as needed.
- Develop master clinical rotation schedule following the minimum requirements set forth by the AR State Nursing Board.
- Obtain Cooperative Agreements of Affiliation with area clinical facilities.
- Assist with the selection of students for the Practical Nursing program.
- Assist in the classroom instruction of theory and basic nursing skills.
- Responsible for development and administration of the departmental budget.

MINIMUM QUALIFICATIONS:
- Master’s Degree in nursing or related field.
- Registered Nurse with an unencumbered license
- Previous experience in clinical nursing practice and/or education. Supervisory experience.
- Excellent communication skills, both oral and written with good command of the English language
- Must be able to work flexible schedule which includes evenings
- Valid Drivers License and a good driving record according to the State of Arkansas Vehicle Safety Program
- Knowledge of basic computer skills.
- Background check required.

PREFERRED QUALIFICATIONS:
- Minimum of five (5) years nursing experience including at least one (1) year in the provision in long term care nursing services within the last five (5) years
- Teaching experience

SALARY RANGE: $70,000 - $80,000 (commensurate with degree and experience)

DATE OF NOTICE: June 23, 2016

APPLICATION PROCEDURE: Applications are available at: www.sautech.edu

INQUIRIES MAY BE MADE TO: SAU Tech Human Resources Office (870) 574-4481 humanres@sautech.edu

Southern Arkansas University Tech is an Equal Opportunity, Affirmative Action Employer and does not discriminate against any applicant for employment because of race, color, national origin, gender, age, disability, or veteran status. Applications from qualified women and ethnic minority group members are strongly encouraged.