

ASSISTANT INSTRUCTOR – NURSING

Full-time, temporary, non-tenure-track faculty position.

RESPONSIBILITIES

Instructs undergraduate courses, including but not limited to beginning and advanced classroom and clinical coursework. Implements and instructs students in a Sim lab setting

Instructional responsibilities may include but are not limited to the following as outlined in the collective bargaining agreement: Provides instruction in accordance with established course outlines and the schedule of classes; informs students regarding course requirements, student assessment criteria, and attendance requirements; prepares and grades class assignments and examinations; informs students of their academic progress; maintains necessary attendance and scholastic records, submits them according to published timelines; posts and maintains required office hours; maintains course outlines for assigned courses; actively recommends course scheduling; participates in the hiring of instructors; selects textbooks and instructional materials; recommends library selections; submits budget requests; supervises equipment replacement and repair; participates in student advising, student activities, curriculum development, faculty meetings, committee assignments, faculty evaluations, professional development, flex activities, and in-service programs; serves as a liaison with local schools and the community.

QUALIFICATIONS

Must possess a valid, active license issued by the California Board of Registered Nursing.

Must meet the following BRN qualifications for an Assistant Instructor: A baccalaureate degree from an accredited college which shall include courses in nursing, or in natural, behavioral or social sciences relevant to nursing practice **and** at least one year's continuous full-time experience in direct patient care practice as a registered nurse.

UKIAH CAMPUS
1000 HENSLEY CREEK ROAD
UKIAH, CA 95482

NORTH COUNTY CENTER
372 E. COMMERCIAL STREET
WILLITS, CA 95490

COAST CENTER
1211 DEL MAR DRIVE
FORT BRAGG, CA 95437

LAKE CENTER
2565 PARALLEL DRIVE
LAKEPORT, CA 95453

Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

Knowledge of: Research based nursing skills, physical assessment, medication calculations, human lifespan implications on nursing practice, clinical decision making practices.

Ability to: Effectively instruct assigned courses using a variety of techniques; evaluate and develop curriculum and instructional materials; update course materials to reflect current nursing practice; assess student academic progress; communicate effectively with students and hospital staff regarding student expectations, course requirements, evaluation procedures and other program requirements; serve as a liaison with community health care facilities and staff; follow faculty mandates of the CA Board of Registered Nursing; develop course schedules; stay current in the subject area through continued professional development and active involvement in professional organizations and activities; evaluate faculty; maintain records; prepare reports; work cooperatively and effectively with others; demonstrate respect for the rights and needs of students; communicate effectively both verbally and in writing; work variable locations and hours.

Assignment: This is a full-time, temporary faculty position. The expected length of the assignment is one year. The teaching load is fifteen equated units per semester (=15 lecture hours per week, 20 laboratory hours per week, or a combination thereof). The annual work year includes 166 instructional days, 2 mandatory flex (professional development) days, and 7 individually planned flex days (42 hours).

This assignment may include day, evening, and weekend hours, as well as travel to, and instruction at, off-campus centers and various clinical sites in and out the District.

Salary and Benefits: SALARY AND BENEFITS: The full-time faculty salary schedule is available at:

http://www.mendocino.edu/tc/pg/1323/salary_schedule_faculty_full.html. The annual starting salary is \$56,513 - \$81,077, commensurate with education and teaching experience. The maximum entry level is Step 7 of the appropriate column. There is also a \$2,720 doctoral stipend. Ten days of sick leave are earned annually. The District provides an outstanding health and welfare package including: family medical, dental, and vision benefits. Employee life insurance is also provided.

Application Procedure: Submit the following application materials to Human Resources, Mendocino College, 1000 Hensley Creek Road, Ukiah, CA, 95482. These materials may also be scanned and submitted electronically via email to HRrecruiting@mendocino.edu, or faxed by the deadline date above to 707-467-1023

- Completed Mendocino College Academic Application
https://www.mendocino.edu/sites/default/files/docs/personnel/application-academic2018hrrecruiting_0.pdf
- Resume including education, experience, professional organizations and accomplishments
- Photocopies of all transcripts

- Three recent letters of recommendation addressing experience and abilities
- Copy of valid RN license
- A written response on the following (up to two pages total):
 1. What attracts you to teaching at a community college?
 2. Give an example of a contribution you have made to nursing practices.
 3. Describe the educational practices you would employ in working with registered nursing students with varied levels of skills, abilities, and cultural experiences.

The college does not reimburse applicants for related travel expenses.

THE COLLEGE: Established in 1973, Mendocino College, a Hispanic Serving Institution, is a vibrant and inclusive academic community, rich in culture, creativity, diversity, and cutting-edge technology. A fully accredited two-year community college, the District serves more than 5,000 students across 4 campuses in the greater parts of Lake and Mendocino Counties.

The beautifully landscaped main campus is located in Ukiah, California -- ranked among the best small towns in the United States. With clear skies and panoramic views of oak-covered hills, sprawling vineyards, and distant mountains, the 127-acre campus is equipped with a new state-of-the-art Library/Learning Center, high-tech Allied Health Facility, and Student Center. The college operates two newly constructed and fully equipped centers in Willits and Lakeport, conveniently providing our valued students with quality instruction, academic support and administrative services in neighboring communities. In 2016, Mendocino College expanded its services to the coast, acquiring an established college center in the city of Fort Bragg.

With a comprehensive curriculum and engaging instruction, Mendocino College, provides a wide variety of degree, certificate, transfer, occupational and community service programs. Mendocino College students learn in a nurturing and supportive environment enhanced by small-sized classes, personalized academic advising, and several hundred dedicated faculty and staff.

Complete with a friendly small-campus academic setting and a respectfully collaborative work environment, Mendocino College boldly prepares students for a future of innovation and success.

THE COMMUNITIES: Mendocino and Lake Counties include some of California's most beautiful scenery which includes rich agricultural lands and pristine coastal sites. Because of the geographic location, climate, and natural beauty, Mendocino and Lake Counties attract many visitors. Agriculture, timber, and tourism industries form the economic base of the area and contribute to its growing diversity. Mendocino County has a long and colorful history as a premium grape-growing region within the state's famous North Coast wine country, while Lake County is noted for its pear production and as an attractive spot for vacationing. A relaxed and friendly lifestyle is characteristic of our communities. Recreational opportunities abound for water skiing, swimming, fishing, boating, sailing, camping, hiking, tennis, and golf. We also enjoy a range of theatre, music, art, and athletic events. Ukiah and the surrounding area are home to exceptional wineries, breweries, and restaurants.

The Mendocino-Lake Community College District is committed to employing qualified administrators, faculty, and staff members who are dedicated to student success. The Board recognizes that diversity in the academic environment fosters cultural awareness, promotes mutual understanding and respect, and provides suitable role models for all students. The Board is committed to hiring and staff development processes that support the goals of equal opportunity, equity and diversity, and provide equitable consideration for all qualified candidates.