

**FORT SCOTT COMMUNITY COLLEGE**  
**Position Description NU12**

**JOB TITLE:** Nursing Adjunct Clinical Instructor

**DIVISION/DEPARTMENT:** Nursing

**RESPONSIBLE TO:** Director of Nursing

**MONTHS PER YEAR:** 9

**HOURS PER WEEK:** Per Assigned

Rotation

*Note: Salary is based on level of degree; BSN v MSN or higher, and is paid per hour.*

**Credentials/Qualifications**

- Licensed to practice professional nursing in Kansas and any other state where supervising students in clinical experience (Missouri).
- Master's Degree in Nursing, preferably in the theory/clinical area being taught, or Master's Degree conferred prior to July 1, 2001, or Baccalaureate Degree in Nursing, provided:
  - There is adequate guidance and supervision
  - The candidate does not have ultimate responsibility as course instructor
  - A degree plan for a Masters in Nursing is kept on file, showing annual progress.

Note: the KSBN requires degree completion in six years.
- Faculty without the above credentials require approval of the Kansas State Board of Nursing through a Faculty Hiring Exception Report.

***Kansas Nurse Practice Act: 60-2-103***

**Faculty and preceptor qualifications.** Each nurse faculty member who is assigned the responsibility of a course shall hold a graduate degree. Any person who is hired as a nurse faculty member after July 1, 2001, shall have a graduate degree in nursing, preferably in the clinical area being taught, except for any person whose graduate degree is conferred before July 1, 2001.

- Support membership of and participates in professional nursing and educational organizations, such as the American Nurses Association, National League for Nursing, American Vocational Association, National Education Association, and Kansas Association of Community Colleges.
- Share and support the college and nursing department's philosophy.
- Committed to career mobility in nursing education.

**Duties / Responsibilities**

- Provide clinical education and training to students assigned to his/her rotation.
- Participates in clinical agency orientation and in-services as required.
- Prepares and presents pre- and post-conferences at the clinical site.
- Coordinates and communicates with the lead instructor for the course regarding expectations, submission of student work, grading, discipline, and reporting.
- Communicates to the lead instructor and/or the Department Director any needs, issues or concerns related to the clinical rotation or clinical agency.
- Responsible as a subject resource person to assist in determining appropriate student placement for a specific area.
- Advises, directs, and evaluates student's performance in the clinical setting.
- Develops effective working relationships with other staff of the nursing program and clinical agency personnel.
- Conforms to the Policies and Procedures of the Nursing Department regarding dress code, professional behavior, documentation, and timely submission of time sheets, student records, and evaluations.
- Conforms to and ensures students conform to the policies and procedures of the clinical agency.
- Maintains required certifications and immunizations and submits documentation of each in a timely manner to the Department Director.
- Notifies the lead instructor and the department office if unable to be at a clinical rotation. Maintains a list of student contact numbers for notification purposes.
- Provides clinical make-up day in coordination with the lead instructor.
- Provides continuing education documentation to the Department Director.

Reviewed by Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

All job descriptions are subject to revision based on changing needs of the college.

Rev. 09/14/2024