Position Announcement

Job Title:
Clinical Nursing Instructor

Date Prepared: 11/13/25

POSITION:	Clinical Nursing Instructor
FULL-TIME/PART-TIME	Part Time
FLSA EXEMPT POSITION:	N0
POSTED:	9/8/25
START DATE:	Negotiable
LOCATION:	BSA Hospital
SUPERVISOR:	Director of Nursing
DIVISION:	Academic Affairs

The Clinical Nursing Instructor reports to the Director of Nursing and is responsible for the overall administration and supervision of the comprehensive clinical instruction for nursing. The instructor oversees placement of nursing students in the clinical program and supervises their progress and participation in the program. The position is for one semester; renewed based on the needs of the program and satisfactory performance evaluation.

Essential Functions

1. Interprets the mission and aim of the School of Nursing in relation to the planning and delivery of nursing care, within the framework of the agency.
2. Confers with professional staff involved in the planning and implementation of nursing care in the agency and health promotion activities in the community.
3. Interprets the program curriculum to the nursing staff and other appropriate staff within the agency.
4. Serves as a role model.
5. Maintains current clinical competency and knowledge.
6. Attends Mandatory Orientation at a designated location on campus at Mesalands Community Colle as required.
7. Completes all training as directed by the Director of Nursing Education.
8. Works with course faculty to evaluate the agency and unit for continued use as a clinical site.
9. Schedules an end of rotation evaluation conference with the agency (nursing manager) at the conclusion of the academic year to review any student, staff and/or agency issues. Submits a written summary of the evaluation conference to the course coordinator (for filing according to ADN program accreditation

requirements).
10. Reports to the Director of Nursing Education.

Responsibilities Related to Clinical Agencies:

1. Orients self to the agency to used for the student experience.
2. Abides by the agency's requirements, especially regarding ID badges, computerized charting, and parking.
3. Meets all compliance requirements of the clinical sites assigned.
4. Confers with appropriate personnel within the agency to plan appropriate student learning experiences. Maintains and supports all safety measures.
5. Serves as a positive liaison between the School of Nursing and the agency.

Responsibilities Related to Student Achievement and Success:

1. Orients students to the clinical setting.
2. Arranges and/or conducts the student orientation to the agency.
3. Plans student assignments critically in relation to the student's level and the course objectives.
   A. Plans assignments in relation to the availability of learning opportunities.
   B. Identifies additional leaning resources.
4. Reinforces concepts taught in the AND curriculum.
5. Helps the students to acquire appropriate knowledge, skills, and attitudes required of professional nurses.
6. Supports the students in using methods of problem solving and higher-level thinking in nursing and personal relationships, through individual and clinical group conferences.
7. Encourages students to assume increasing responsibility for personal development.
8. Creates opportunities for students to independently provide appropriate nursing care with increasing levels of responsibility.
9. Supervise patient care, physical assessments and the administration of medication.
10. Collaborates with the course coordinator regarding important student issues, such as unsafe practice or other critical incidents.
11. Grades all course assignments (quizzes, case studies, care plans, etc.) as indicated in the course syllabus.
12. Evaluates progress of students.
   A. Provides ongoing feedback to students regarding their strengths and Areas of improvement.
   B. Keeps notes concerning performance and shares these with students.
   C. Guides and encourages students' self-evaluation.
   D. If indicated, develops a Student Nurse Improvement Plan (see Student Nurse Improvement Plan form) to improve students' skills or professional behaviors.

E. After discussion with the Director of Nursing Education, issues clinical warning as necessary.
F. Maintains grad record for all assigned students.
G. Maintains student information in a confidential manner.
H. Confers with the Director of Nursing Education, as needed, regarding student's performance or school progress.
I. Performs student evaluations in a timely manner.
J. Performs a formal written mid-term evaluation for each student (see Formative Clinical Evaluation Tool – Midterm).
K. Completes a formal final evaluation of each student (Clinical Evaluation Tool Summative – Final form). "Satisfactory" for a student to pass the course.
L. Submits all evaluation forms to the course Faculty, as indicated.

Responsibilities Specific to New Instructors:

1. If the instructor is not familiar with the assigned agency and/or the unit, the instructor must set up a comprehensive time for self orientation. It is expected that the instructor will be familiar with the unit layout, computerized charting (if applicable), unit documentation, medication administration/PYSIX access, and other procedures, PRIOR to the student's first clinical day at the agency!
2. The instructor must be familiar with the agency's policies and procedures prior to the first day of student orientation to the site.
3. Clinical Orientation Guidelines
    A. Agency (ID badges, parking, cafeteria, meeting rooms, computer Use)
    B. Unit (Scavenger Hunt)
    C. Expectations (Course syllabus)
    D. Reading Charts
    E. Confidentiality/HIPPA
    F. Preconference
    G. Post conference
    H. Meeting Rooms
    I. Sample clinical day

Qualifications

Bachelor's degree required (Can have an Associate's degree, but after first year of employment will be required to obtain a BSN within 5 years). Two years nursing experience as an RN.

Language skills:

Strong verbal, written, and interpersonal skills a must. Ability to read and comprehend complex instructions, correspondence, and memos. Ability

to write correspondence. Ability to effectively present information to individuals and groups from within Mesalands Community College and out in the community.

Mathematical skills:
Ability to perform mathematical functions related to budgets and grants.

Reasoning ability:
Ability to solve practical problems and deal with a variety of situations.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee is required to walk, stand, sit; use hands to handle or feel objects, tools, and controls; reach with hands and arms; stoop, kneel, and lift; and talk and hear.

The employee must regularly lift and/or move up to 20 pounds.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually low. Job performed indoors in a demanding, fast-paced environment where priorities must be set and deadlines met. Travel is required.

Other skills

Strong clinical and communication skills, basic life support (BLS) certification and the ability to use technology for instruction.

Closing Date:

The position is open until filled. First review of applications will begin immediately..

To Apply:

Applicants must submit: 1) a cover letter; 2) a resume; 3) a completed Mesalands Community College Employment Application; and 4) unofficial copies of college transcripts. References and former employers will be contacted. Applicants will be

notified if selected for an interview. Search may be extended if additional candidates are needed.

Mailed or fax applications will not be accepted. Use the following link to complete the Mesalands Community College Employment Application and attach required documents.

Apply Now

Non-Discrimination Statement:

Mesalands Community College (MCC) is committed to creating and sustaining a community that celebrates individual differences and diversity. We are dedicated to improving access to equal opportunities to all persons. MCC is dedicated to eliminating discrimination and prohibits discrimination against any person based upon their race, age, religion, color, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, pregnancy, childbirth, condition related to pregnancy or childbirth, physical or mental disability, serious medical condition, or veteran status in violation of the law, in its educational programs, activities or employment.