

POSITION DESCRIPTION

Healthcare Instructor

Purpose Statement

The Healthcare Instructor will provide supports and guidance to students seeking college and career readiness skills ultimately leading to entry-level careers in the healthcare sector. To that end, the Healthcare Instructor teaches the skills and knowledge necessary for students to attain Nationally Recognized Industry Credentials.

Essential Functions

- Using The Dean Vaughn curriculum and any other instructional resources, provide instruction so students can earn certification in Medical Terminology.
- Provide instruction and skill development for students to achieve Certified Nurse Assistant (CNA) Certification using the curricula requirements from the Ohio Department of Health (ODH), including students being appropriately prepared to pass the State test and earn the State Tested Nursing Assistant (STNA) credential.
- Provide instruction and skill development for students to achieve Nationally Recognized Industry Credentials from the National Healthcareer Association (NHA) in the following areas:
 - Phlebotomy Technician
 - EKG Technician
 - Certified Patient Care Technician
 - Administrative Medical Assistant
 - Clinical Medical Assistant
- Ensure all equipment and materials are in good repair and report any maintenance, safety and/or sanitation issues immediately.
- Instruct subjects in an effective manner relative to the multiplicity of cultures and ability levels. Use sound instructional strategies, techniques, activities, media, and demonstrate equipment use consistent with student needs and instructional goals.
- Establish professional rapport with students by demonstrating their worth and dignity while communicating responsibility and citizenship expectations.
- Be vigilant in protecting the confidentiality of students, guarding against inappropriate statements or release of information.
- Maintain professional certification and/or licensure through ongoing training and education as needed.
- Attend and participate in staff meetings, committees and scheduled training as required. Complete required documentation and respond to specific internal informational requests in a timely and complete manner.
- Manage classroom/worksite activities in a manner that stimulates learning, teamwork, and developmental skills including punctuality and attendance.
- Maintain standards of appropriate behavior through fair and just progressive corrective actions. Refer formal disciplinary issues to counselors and/or administrators for disposition.
- Conduct yourself in a manner which demonstrates positive role model attributes of responsible adulthood in all realms of employment, including punctuality, reliability, professional behavior, emotional stability, and sound judgment as part of teaching ethics and community relations.

- Behave in a cooperative and constructive manner; participate and contribute in team meetings, follow all policies, state, local, federal and other applicable laws and guidelines; comply with any and all job-specific requirements.
- Provide a supportive and optimistic program climate for students to feel empowered when seeking assistance and help make referrals to other team members for follow up supports/services.
- Assist in the development and maintenance of positive relationships with community partners who provide learning opportunities for healthcare students to practice skills through volunteer and/or Workforce Experience Programming (WEP).
- Provide required performance reports, participate in relevant meetings, workshops and/or committees.
- Perform other duties as assigned.

Qualifications

- Current valid licensure as a registered nurse or practical nurse in Ohio
- Current, valid Train-The-Trainer (TTT) licensure in Ohio or be eligible to take the TTT course which includes, at least, two years working experience in a long-term care facility, home health agency or similar health-care program. The costs for the class will be covered by the school.
- Certified as an Instructor by the National Healthcareer Association (NHA) or be willing to go through the NHA Instructor Application Process. The application process and any associated costs are covered by the school.
- Passion for improving career opportunities for students in the healthcare pathway
- Exceptional interpersonal, communication and presentation skills
- Effective organizational skills with the ability to perform multiple tasks.
- Strong interpersonal skills.
- Two years teaching experience preferred.