

SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

NURSING EDUCATION SPECIALIST

QUALIFICATIONS:

- (1) Bachelor of Science in Nursing, Florida license; or,
- (2) Registered Nurse, Florida license.
- (3) Hospital or clinical experience.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of prescribed area of curriculum and health care fields. Understanding of use of current technology. Knowledge and skills in using varied teaching methods to address student learning styles. Skill in written and oral communication. Ability to plan and implement activities. Ability to assess levels of student achievement, analyze test results and prescribe areas of improvement. Ability to maintain appropriate student supervision to ensure a safe and orderly environment.

REPORTS TO:

Principal

<p>JOB GOAL</p> <p>To instruct, assess, direct and observe students in the nursing program, labs and clinical settings.</p>
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SUPERVISES:

Assigned Support Personnel

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Job Description Supplement No. 04

NURSING EDUCATION SPECIALIST (Continued)**PERFORMANCE RESPONSIBILITIES:****Planning / Preparation**

- * (1) Establish short- and long-term plans based on student needs and District and state requirements.
- * (2) Select, develop and modify nursing-related materials to provide for the needs of students with diverse cultural and socioeconomic backgrounds, learning styles and special needs.
- * (3) Plan and prepare work for students which is clear, compelling and motivating.
- * (4) Plan and prepare strategies where students are actively involved in clinical activities.
- * (5) Assist in evaluating curriculum needs to continually improve the nursing program.

Administrative / Management

- * (6) Maintain a positive, organized and safe learning environment.
- * (7) Manage time effectively.
- * (8) Manage materials and equipment effectively.
- * (9) Establish and maintain efficient and accurate record-keeping procedures.
- * (10) Use appropriate student behavior management techniques.
- * (11) Assist in enforcement of school rules and School Board policies.

Assessment / Evaluation

- * (12) Develop and use assessment strategies to assist the continuous development of the student in the classroom and clinical settings.
- * (13) Interpret and use data for diagnosis, instructional planning and program evaluation.
- * (14) Observe students in the clinical setting.
- * (15) Recognize overt indicators of distress or abuse and take appropriate intervention, referral or reporting action.
- * (16) Access student records on a need-to-know basis and protect their confidentiality.

Intervention / Direct Services

- * (17) Demonstrate knowledge and understanding of nursing area.
- * (18) Apply principles of learning and effective teaching in classroom and clinical settings.
- * (19) Use a variety of instructional strategies for teaching students from diverse backgrounds with different learning styles and special needs.
- * (20) Select and modify materials, technology and resources to meet learning needs of all students.
- * (21) Provide meaningful and relative laboratory and clinical experiences moving toward full understanding of health care job potential.
- * (22) Provide instruction on safety procedures and proper use of materials and equipment.

Collaboration

- * (23) Communicate effectively, both orally and in writing with peers, students, parents and community.
- * (24) Collaborate with students, parents and school staff to assist in meeting the wide range of student needs.
- * (25) Assist the Nursing Program Coordinator in promoting health care occupations.

Staff Development

- * (26) Assist others in acquiring knowledge and understanding of particular vocational area of vocational responsibility.
- * (27) Engage in continuous self improvement through inservice, classes and seminars.
- * (28) Use appropriate materials, technology and resources to help meet learning needs of all students.

Professional Responsibilities

- * (29) Perform the duties and responsibilities of the nursing program as outlined in the Gadsden Technical Institute Handbook.
- * (30) Display ethical and professional standards of conduct when dealing with students, peers and parents.
- * (31) Prepare all required reports and maintain all appropriate records.
- * (32) Attend clinical health facility meetings when needed.

NURSING EDUCATION SPECIALIST (Continued)

- *(33) Participate on the Advisory Committee.
- (34) Perform other duties as assigned.

Student Growth / Achievement

- *(35) Counsel students in the program as needed due to absences, grades and clinical performances and advise the Principal of possible difficulties.
- *(36) Ensure that student growth and achievement is continuous and appropriate for nursing area and is directed toward continued future jobs.

*Essential Performance Responsibilities