Nursing Instructor

Helena College University of Montana is seeking qualified applicants who wish to become part of a dynamic and creative faculty team for a permanent, full-time position as an Instructor in a program that offers practical and registered nursing degrees. Under the direction of the Director of Nursing, the Nursing Instructor position is a permanent, tenure-track position on an academic year contract beginning with the Spring 2018 semester.

Duties and responsibilities include, but are not limited to, the following:

- Classroom and clinical teaching.
- Course preparation, remaining current in the area of expertise, and updating course content when appropriate to reflect the current levels of knowledge in the discipline.
- Developing, implementing, and reviewing – at least annually – an effective learning process that incorporates appropriate methodology, technology, and other tools.
- Developing a system for ongoing evaluation of both teaching and learning, including course competency expectations and student outcome measures.
- Working in partnership with the Nursing Director, through a formal system of evaluation of instruction, to identify strengths and weaknesses in the instructional process and identify professional development activities that will lead to effective student learning.
- Maintaining an appropriate schedule to allow for student access and inquiry.
- Working in partnership with student services personnel on student advising, orientation, recruitment, and marketing.
- Participating in necessary institutional functions such as, but not limited to, college committees, club sponsorship, facilitate advisory committees, student/faculty recruitment, budget development, and mentoring of new and part-time faculty.
- Other professional responsibilities as assigned.

The successful candidate will have at minimum of an MSN or working towards a Master's Degree in Nursing. Experience in the following areas: Medical/Surgical/Nursing, plus teaching or equivalent education/ work experience. The ideal candidate will have proficiency in computers, and strong written and oral communication skills.

Experience in two-year RN program, and/or experience teaching at a collegiate level.
Salary: $40,469-$46,158.00 annually

We offer an excellent benefits package that includes a comprehensive group insurance benefits program including medical plan options with prescription drug and dental plan, vision exam and hardware coverage, life and disability insurance options, flexible spending and dependent care account options, and optional long term care insurance. Retirement benefits provided TIAA-CREF. In addition to these benefits employees and their dependents are eligible for Tuition Assistance programs.

Union Information: Helena Teachers’ Union, MEA-MFT, NEA, AFT, AFL-CIO

Application Procedures: Please email your resume, cover letter, transcripts and references to UMH-HR@umhelena.edu

Incomplete applications will not be considered.

Submission Deadline: Open until filled

Background Investigation is Required Prior to Offer of Employment
In accordance with The University of Montana regulations, finalists for this position will be subject to criminal background investigation.

Reasonable Accommodations
Under state and federal law qualified applicants with disabilities are entitled to reasonable accommodations. Modifications or adjustments may be provided to assist applicants to compete in the recruitment and selection process. An applicant must request an accommodation when needed. If you need any such accommodation, contact the Helena College Director of Human Resources at 406-447-6925. TDD users may use the relay service by dialing 711

ADA/EOE/ADAAA/Veteran's Preference
Qualified candidates must be able to meet minimum requirements and perform the primary functions of the position with or without reasonable accommodation. As an Equal opportunity/Affirmative Action employer, we encourage applications from minorities, Vietnam era veterans, and women. This material is available in an alternative format upon request. Qualified candidates may request veterans’ preference in accordance with state law.

Testing
Individual hiring departments at Helena College may elect to administer pre-employment tests, which are relevant to essential job functions.
Title VII of the U.S. Civil Rights Act requires Helena College to “make and keep records relevant to the determinations of whether unlawful employment practices have been or are being committed.” This is also a requirement of the Montana Human Rights Act and state and federal laws providing employment opportunities for veterans and persons with disabilities. The following survey helps to fulfill these requirements.

Helena College's commitment to equal opportunity, nondiscrimination, and affirmative action in employment is realized through its Affirmative Action Plan. This plan and legal responsibilities to ensure equal employment opportunity require reports of job applicants by race/ethnic categories, gender and veteran status. Analysis of the information provided will be used to monitor recruitment and selection practices in at Helena College.

This information is voluntary and is gathered for statistical purposes only. It is kept confidential, separate from application materials, and will NOT be used in any way to evaluate your qualifications for employment.

Position Applied for:

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<th>Field</th>
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<td>Last Name:</td>
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<td>First Name:</td>
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<td>Middle Initial:</td>
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<tr>
<td>Gender:</td>
<td>Male</td>
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<tr>
<td>Race/National Origin:</td>
<td>White (not of Hispanic origin): all persons having origins in any of the original people of Europe, North Africa, or the Middle East.</td>
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<td>Black (not of Hispanic origin): all persons having origins in any of the black racial groups.</td>
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<td>Hispanic: all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</td>
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<td>Asian or Pacific Islanders: All persons having origins in any of the original peoples of the Far East, Southeast, the Pacific Islands, or the Indian Subcontinent.</td>
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<td>American Indian or Alaskan Native: All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.</td>
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<td>Veteran Status:</td>
<td>No Military Service</td>
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<td>Disabled Veteran: (i) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veteran's Affairs or (ii) a person who was discharged or released from active duty because of a service-connected disability. To claim preference you must submit your VA award letter.</td>
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Other Protected Veteran: a veteran who served on active duty in the U.S. military, round, naval, or air service during a war or in a campaign or expedition for which a campaign badge has been authorized. To claim this preference you must submit your DD214.

Armed Forces Service Medal Veteran: a veteran who, while serving on active duty in the U.S. military, ground naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985. To claim this preference you must submit your DD214.

Recently Separated Veteran: a veteran of the U.S. military, ground, naval or air service during the three-year period beginning on the date of such veteran’s discharge or release from active duty. To claim this preference you must submit your DD214.

Where did you learn about this vacancy?
- [] Newspaper
- [] Job Service
- [] Referral
- [] Posting
- [] Web
- [] Career Fair
- [] Other: