

OKLAHOMA BAPTIST UNIVERSITY
POSITION DESCRIPTION

Assistant or Associate Professor of Nursing and Director of Simulation Center

Department: School of Nursing

OBU Mission Statement

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

Expectations for all Employees

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees are expected to embrace these expectations and to model them in their behavior.

- *Commitment to the essentials of the Christian faith*
- *Commitment to active membership in a local evangelical church*
- *Commitment of the vision and mission of Oklahoma Baptist University*
- *People are treated with dignity and respect*
- *Relationships are built on honesty, integrity, and trust*
- *Excellence is achieved through teamwork, leadership, and a strong work ethic*
- *Efficiency is achieved through wise management of human and financial resources.*

Overview

The School of Nursing invites applications for the position of Assistant or Associate Professor of Nursing and Director of the Simulation Center. Salary and rank will be commensurate with qualifications and experience. The successful candidate will enhance the work of the School of Nursing by expert teaching, advising students, assisting in clinical coordination, participating in faculty and professional development and committees, continued scholarly development, and resourceful and innovative collaboration with faculty and staff.

The School of Nursing provides a baccalaureate program. The nursing faculty view nursing as a Christian ministry and a professional practice. During nursing courses, students learn to provide quality nursing care through competent and professional practice. Upon completion of a nursing program, the undergraduate student is qualified to take the national examination for licensure as a registered nurse.

Essential Functions

Class Responsibilities

- Accept assignments to teach courses and/or clinicals in the undergraduate nursing catalog specifically pertaining to pediatric nursing
- Plan directed learning activities to assist students in mastery of content on learning guides
- Select or formulate test items to evaluate student's mastery of content on learning objectives in online testing format
- Complete course evaluations
- Manage all courses in the OBU adopted digital learning portal such as Canvas
- Develop, disseminate, and update syllabi according to program requirements

Clinical Responsibilities

- Assist in arranging orientation periods for the clinical agency
- Be on site with students during the clinical class period
- Communicate with agency staff regarding student competencies and responsibilities
- Communicate with floor managers regarding student experiences and staff responses to student performance
- Assign patients for student delivery of nursing care
- Evaluation clinical sites with agency staff, faculty, and students' responses
- Communicate with faculty teaching other sections of the course to compare student performance and experiences

Team Responsibilities

- Resolve problem situations between courses within the same level
- Participate with team in evaluation of semester
- Participate in team meetings for coordination of classes during a given semester

Advisor Responsibilities

- Monitor the individualized plan of study for advisee
- Advise students about enrollment in relation to plan of study
- Monitor addition and withdrawal from courses
- Keep degree check sheet current in student's file
- Advise transfers regarding courses
- Advise students of financial/economic implications of enrollment changes
- Monitor student's progress in program
- Meet with students as needed. Meet with freshmen at least twice during each semester of first year
- Communicate with students as needed regarding midterm grade report, honor roll, etc.
- Be available to talk about student concerns
- Refer students as needed for personal or career counseling
- Advise students about professional decisions as appropriate

Simulation Lab Responsibilities

- Monitor and control daily operations, oversee simulation training schedules, and run simulation training scenarios
- Develop, coordinate, and implement training for staff and faculty on equipment, software, simulators, and scenarios
- Develop, manage, and maintain a master schedule of 22-bed simulation lab
- Develop and maintain laboratory policies and procedures
- Serve as planner, developer, consultant, and coordinator for the simulation lab with the clinical faculty for clinical and lab courses
- Partner with nursing faculty in the development of laboratory learning experiences and curriculum
- Perform data analysis to evaluate simulation learning success/satisfaction; laboratory usage; budgetary requirements
- Assist faculty in the instruction of students to meet course objectives through utilization of Simulation

- Develop, evaluate, and refine scenarios utilized for simulation experiences to include role playing, props, and dialogue that provide a realistic learning environment
- Develop evaluation plans to measure learning outcomes ensuring that simulations are achieving the desired competencies
- Establish practices and procedures for simulation and laboratory activities that provide effective learning experiences and safe practice
- Evaluate the effectiveness of simulation/laboratory processes and make recommendations to Faculty/Dean for improvement
- Allocate equipment and supplies used in simulation training sessions. Proactively maintain supply inventories by checking stock to determine inventory level, anticipating needed supplies, placing and expediting orders for supplies and verifying receipt of supplies
- Work with vendors to resolve problems with products and/or services. Support vendor technicians during their scheduled maintenance and new installation onsite visits. This may occur outside the academic year
- Develop along with clinical faculty a Clinical Remediation process for students
- Assist with public relations, tours etc. of facility as needed
- Supervise technology support staff

Other Duties

- Fulfill other duties as assigned which may include team leader, course coordinator, and/or adjunct coordinator (load credit will be assigned to these responsibilities per policies)
- Participate in School of Nursing committees and meetings
- Complete all documents/surveys for program assessment
- Participate in student recruitment efforts on and off campus
- Participate in professional development commensurate with faculty role and program needs
- Engage in scholarly/creative activities
- Engage in university and community service opportunities

Qualifications

Knowledge, Skills, and Abilities

- Possess and demonstrate strong pedagogical skills at the undergraduate level in both classroom and clinical environments
- Able to communicate clearly and effectively
- Possess and demonstrate strong interpersonal skills
- Proficient with current online education software and delivery methods
- Proficient with classroom and office audio/visual hardware and software
- Able to assess student ability and adjust teaching as appropriate
- Able to advise students
- Able to relate to colleagues in the OBU community and serve as a representative to the professional community beyond OBU
- Possess sufficient physical health and mobility to teach students in various clinical and lab settings, to travel to local, regional, and national locations, to transport moderately heavy items to offices and classrooms. Able to meet clinical agency immunization requirements

Education

- **Preferred:** D.N.P. or Ph.D. in Nursing and current unencumbered Registered Nurse license in Oklahoma

- **Required:** Master of Science in Nursing and current unencumbered Registered Nurse license in Oklahoma

Experience

- **Preferred:** Experience leading in health care simulation in the academic setting; INASCL certification as a Health Simulation Educator
- **Required:** Successful undergraduate teaching experience which included Simulated learning; 2 years or more of nursing experience