



Illinois Department of Financial and Professional Regulation

Division of Professional Regulation

OPEN NURSING FACULTY POSITION POSTING

NAME OF EDUCATIONAL INSTITUTION:	McHenry County College
POSITION:	Director of Nursing
RESPONSIBILITIES:	<p>PRIMARY PURPOSE: The program director provides leadership and assures the general effectiveness of the nursing program, serves as the nursing administrator with the authority to direct the nursing curriculum and program assessment, communicates with other departments in the organization, maintains continued approval and accreditation of the program, and teaches 12 contact hours per year in the nursing curriculum.</p>
MINIMUM QUALIFICATIONS:	<p>EDUCATION: Master's Degree or higher with a major in Nursing.</p> <p>LICENSES / CERTIFICATIONS: Current licensure as a registered nurse (or eligibility for licensure) in Illinois. Documentation of licensure, certifications and health records required by clinical facilities for their staff to work. These can include: HIPAA training, CPR certification, TB testing, health physical, etc.</p> <p>EXPERIENCE:</p> <ul style="list-style-type: none"> • Two years experience in clinical nursing practice • Two years experience as an instructor in a nursing program
PREFERRED QUALIFICATIONS:	<p>ESSENTIAL JOB FUNCTIONS:</p> <ul style="list-style-type: none"> • Collaborates with the nursing faculty to develop, implement, and evaluate the curriculum of the nursing program • Collaborates with the nursing faculty to develop, implement, and coordinate the nursing program admission policies and procedures • Participates in the recruitment and retention efforts of the nursing program • Hires, supervises, and evaluates part-time faculty • In collaboration with the Executive Dean of Mathematics, Science and Health Professions, hires, supervises, and evaluates the full-time faculty • Schedules courses for the nursing program, including clinical

	<p>experiences</p> <ul style="list-style-type: none"> • Counsels students regarding academic and employment matters • Collaborates with Executive Dean to develop annual budget for nursing program and monitors expenditures • Seeks and prepares for National League of Nursing Accreditation Commission (NLNAC) accreditation • Coordinates the submission of annual reports and accreditation report to the NLNAC and to the Illinois Department of Professional Regulation (IDPR), and any other reports required by the college, local, state, and national accrediting agencies • Develops and maintains working and contractual relationships with clinical facilities for nursing clinical placements • Monitors and approves the submission of clinical facility requests to affiliating agencies for the nursing program • Collaborates with the nursing faculty to prepare the nursing program schedule, and reviews room and faculty teaching assignments • Participates in the nursing advisory committee • Contacts affiliating agencies for planning and evaluating of all clinical assignments • Plans and oversees the nursing faculty orientation process for full-time faculty and staff, and for all incoming nursing students • Attends Division, Leadership Council and other meetings related to the nursing program • Prepares necessary paperwork for the RN students to sit for the NCLEX-RN licensing exam • Teaches 3 to 12 credit hours per academic year • Supports and participates in the College's commitment to continuous improvement and the AQIP process of accreditation through appropriate participation in Action Team activities • Schedules and conducts nursing program information sessions • Additional duties as assigned by the Executive Dean of Mathematics, Sciences and Health Professions
<p>TO APPLY:</p>	<ul style="list-style-type: none"> • Application Review begins February 28, 2013. Applications are accepted until the position is filled. No fax or email accepted. Please visit: www.mchenry.edu/jobs for application and additional information. • Application Requirements: Qualified candidates must submit all of the following: an MCC Employment Application form, current resume, copies of licensures, certifications and graduate level transcripts. Applicants are also required to submit a statement of commitment to the community college and teaching including how they would enrich the educational experience of MCC students.