



**Illinois Department of Financial and Professional Regulation**  
**Division of Professional Regulation**



To have an open nursing faculty position displayed on the IDFPR/Illinois Center for Nursing (ICN) website (<http://nursing.illinois.gov/>), please complete the form below and return to:

Linda B. Roberts, ICN Manager at [Linda.B.Roberts@illinois.gov](mailto:Linda.B.Roberts@illinois.gov).

**OPEN NURSING FACULTY POSITION POSTING\***

<b>NAME OF EDUCATIONAL INSTITUTION:</b>	
<b>POSITION:</b>	
<b>RESPONSIBILITIES:</b>	
<b>MINIMUM QUALIFICATIONS:</b>	
<b>PREFERRED QUALIFICATIONS:</b>	
<b>TO APPLY:</b>	

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*Please contact the ICN Manager when the position has been filled.  
 Postings will remain on the website for a period of six (6) months. You may request to renew the posting at that time otherwise they will be deleted.*

## **Guidelines for Completion:**

1) **Name of Educational Institution:**

Name of Nursing Educational Institution, this will be the first item listed on the website posting

2) **Position:**

Title of position, FT or PT, tenure or non-tenure tract, clinical area of expertise

3) **Responsibilities:**

Graduate and/or undergraduate students, clinical and/or classroom settings, clinical area of expertise, specific details of classroom and/or clinical responsibilities.

4) **Minimum Qualification:**

Level of education, years of clinical experience, number of years of teaching experience, certification.

5) **Preferred qualifications:**

If education is a minimum qualification, this section would be the area to put other qualities such as certification, years of experience in a clinical area, previous teaching experience.

6) **To apply:**

List specific information that an applicant needs to send in such as: letter of application, curriculum vitae, transcripts, contact information to references. End with mailing and e-mail address of contact person.

## **Return to:**

Linda B. Roberts, ICN Manager at [Linda.B.Roberts@illinois.gov](mailto:Linda.B.Roberts@illinois.gov).

If you need further assistance you may also contact the ICN Manager at 312.814.1395.