



# Illinois Department of Financial and Professional Regulation

## Division of Professional Regulation

<b>NAME OF EDUCATIONAL INSTITUTION:</b>	<b>Instituto</b>
<b>POSITION:</b>	Adjunct Nursing Faculty  Part-time
<b>RESPONSIBILITIES:</b>	<ul style="list-style-type: none"><li>• Support the mission of Instituto College and the nursing program while adhering to policies, procedures, and standards of the institution, program and regulating bodies.</li><li>• Provide student-centered teaching to a diverse student population using best practices</li><li>• Create a classroom environment that encourages mutual respect and supports student learning</li><li>• Demonstrate a collegial, collaborative and positive attitude</li><li>• Adhere to the course syllabus and use course approved textbooks and supplemental material</li><li>• Review the course syllabus and expectations with students during the first class meeting</li><li>• Attend mandatory faculty meetings</li><li>• Maintain designated office hours to meet the needs of the students</li><li>• Respond to student, faculty, college staff, and Associate Dean of Nursing emails using college designated email in a timely matter.</li><li>• Maintain high academic standards while demonstrating equitability and fairness</li><li>• Maintain record (including class attendance) and submit student grades electronically in a timely manner.</li><li>• Ongoing assessment of student's performance with timely feedback</li><li>• Collaborate with clinical education partners in instructional delivery and supervision of student learning in the clinical setting, including, but not limited to, orientation, adherence to agency policies/procedures, communication with members of the healthcare team, and student clinical evaluation.</li><li>• Engage in ongoing personal and professional development and scholarly activities.</li><li>• Participate in curriculum development, outcomes assessment, accreditation and planning activities.</li><li>• Perform other duties as assigned by the Associate Dean of Nursing Program.</li></ul>

<b>MINIMUM QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>• Master of Science in Nursing.</li> <li>• Current Professional Nurse (RN) licensure registered in Illinois.</li> <li>• Evidence of CEU's as required for license renewal</li> <li>• Current CPR</li> <li>• Minimum of 2 years of recent clinical nursing experience with at least two years in area of specialty (Medical-Surgical/Mental Health preferred)</li> <li>• Strong foundation in evidence-based teaching or clinical practice. Expertise in appropriate technologies for instruction.</li> <li>• Excellent time management, organizational, writing, as well as analytical skills. Be culturally competent with the ability to represent the organization and program with positive and professional poise.</li> <li>• Ability to work independently, and be a positive and proactive participant within a multidisciplinary team.</li> <li>• Proactive self-starter with the ability to multitask and maintain focus in a fast-paced environment.</li> <li>• Dependable and punctual, must report absences in a timely manner to the Associate Dean of Nursing</li> <li>• Ability to adhere to deadlines, react to unpredictable events quickly and efficiently, be resourceful, and able to manage conflict and challenges.</li> </ul>
<b>PREFERRED QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>• Minimum 1- 2 years teaching experience preferred</li> </ul>
<b>TO APPLY:</b>	Visit the career center at <a href="https://www.institutochicago.org/">https://www.institutochicago.org/</a>