



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

www.idfpr.com

JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

CECILIA ABUNDIS
Director

OPEN NURSING FACULTY POSITION POSTING

NAME OF EDUCATIONAL INSTITUTION:	Illinois Central College
POSITION:	Full- Time Nursing Skills and Simulation Lab Coordinator
Is this a chief nursing officer or director of nursing position?	<p>No – please continue with remainder of the form Yes-upon completion of the form you must contact DPR Nursing Coordinator, Michele Bromberg, MSN, RN: michele.bromberg@illinois.gov</p>
RESPONSIBILITIES:	<p><i>This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed while in other cases related duties may also be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> • Create a student-centered learning environment that enhances and engages the student’s ability to use critical thinking and clinical judgement. • Utilize research and literature findings to integrate evidence-based practice into skills lab and simulation instruction. • Prepare skills lab demonstrations and simulated learning activities in coordination with the SIM/Lab Level Coordinators. • Develop, implement, update, and monitor skills and simulation labs policies, procedures, use, and operation in collaboration with Nursing Administration, Health Careers Simulation & Skills Coordinator, and SIM/Lab Level Coordinators. • Develop, present, evaluate, and refine scenarios for simulation experiences, utilizing role playing, props and dialogue to create a realistic learning environment in collaboration with SIM/Lab Level Coordinators. • Ensure that the skills lab and simulation student learning experiences reflect college, state, and national standards, and regulations.

- Ensure supervision of students in the lab, maintaining safe practice and abiding by all established policies and procedures for lab and simulation.
- Creates and maintains a respectful and professional working environment, incorporating active learning, reflective thinking, and a confidential debriefing process.
- Performs data analysis to evaluate learning and satisfaction of nursing skills and simulation learning experiences.
- Continuously updates and refines simulation experiences based on identified needs and to serve as a resource for faculty utilizing simulation in classroom/lab activities.
- Orient instructors in skills and simulation lab procedures and policies, location and use of materials, and operation of equipment.
- Collaborate with SIM/Lab Level Coordinators and Nursing Faculty to provide high quality learning and assessment simulations that are relevant to course and clinical objectives in the skills and simulation labs.
- Collaborate with SIM/Lab Level Coordinators and Nursing Faculty in planning SIM/Lab calendars utilizing nursing program's lesson plans and coordinating congruency between classroom and the simulation learning environment.
- Assist in teaching SIM/Skills Lab sessions assigned each semester.
- Assist with proctoring Math competency and HESI exams, as needed.
- Conduct Open Lab Sessions for nursing students to practice skills.
- Serve as a resource mentor for remediation of at-risk students identified by faculty.
- Develop and maintain nursing skills lab and simulation center on Canvas learning management system.
- Maintain records of student attendance and skill performance in skills lab.
- Assist in preparing accreditation reports pertaining to skills lab and simulation learning.
- Collaborate in ordering and maintaining inventory of all lab supplies and equipment.
- Maintain appropriate inventory of supplies, linen and equipment for each lab and foster use of same in a fiscally responsible manner.
- Keep laboratory and/or instructional equipment secure, maintain a sign-out sheet on equipment removed from nursing skills and simulation labs, and maintain maintenance and repair logs.
- Report all lab equipment that needs routine maintenance, repair, and or replacement to the Health Careers Simulation &

	<p>Skills Coordinator, including patient simulators, to ensure all equipment is maintained in good working order.</p> <ul style="list-style-type: none"> • Provide input for budget preparation regarding equipment, supplies and materials for simulation and nursing labs. • Collaborates with Health Careers Simulation & Skills Coordinator to maintain software, AV operations (digital video systems), and data input information and technology support needs for nursing skills and simulation labs. • Actively participate in student recruitment and enrollment growth initiatives, including but not limited to, College Nights, Visit Days, Campus Tours, Career Fairs, Health Career's Expo, and Health Career's Kids Summer Camp. • Attend meetings and professional development training as required. • Know, understand and act in accordance with Illinois Central College's Cougar CARE Principles, including connecting with students, building relationships, acting promptly and professionally and working with a team. • Perform related duties as required.
<p>MINIMUM QUALIFICATIONS:</p>	<p><i>The requirements listed below are representative of the knowledge, skills and abilities required to satisfactorily perform the essential duties and responsibilities.</i></p> <ol style="list-style-type: none"> 1. Bachelor's degree in Nursing. 2. Two years of experience working in acute care. 3. One year of experience working with high fidelity simulation equipment and/or related training equipment. 4. Proficient in Microsoft Office Suite. 5. Strong leadership skills. 6. Strong problem solving skills. 7. Strong organizational and prioritization skills. 8. Strong verbal and written communication skills. 9. Strong interpersonal skills, including the ability to establish and maintain cooperative and professional working relationships with others.
<p>PREFERRED QUALIFICATIONS:</p>	<ol style="list-style-type: none"> 1. Master's degree or higher in Nursing. 2. Experience in a community college setting. 3. Experience in program or project management. 4. Experience teaching or training in an academic setting. 5. Ability to serve a diverse population.
<p>TO APPLY:</p>	<p>https://www.schooljobs.com/careers/illinoiscc/jobs/3843732/nursing-skills-and-simulation-lab-coordinator?pagetype=jobOpportunitiesJobs</p>