



Mississippi Gulf Coast Community College

Notice of Vacancy

Location of Position: Perkinston Campus, Perkinston, Mississippi

Position Available: Practical Nursing Instructor	Classification: ___ Administration <u> X </u> Faculty ___ Staff ___ Hourly
Date Position Available: January 4, 2010	Salary Scale: Salary based on experience and education
Qualifications & Experience: MANDATORY: (M1) Bachelor's Degree in Nursing and enrolled in a Nursing Master's Degree Program with substantial progress toward a timely completion. (M2) Current RN license in Mississippi. (M3) Two (2) years of experience within the last five (5) years as an RN in a clinical setting or as an instructor in a similar program with responsibilities for teaching basic nursing skills and the direct supervision of students in a clinical setting. (M4) Complete the Preservice Orientation as prescribed by the State Board of Junior/Community Colleges. (M5) Familiarity with basic Internet, E-mail, and word processing functions. (M6) Excellent written and interpersonal communications skills. DESIRABLE: (D1) Master's Degree in Nursing. (D2) Experience in multi-media and/or on-line instructional delivery.	
The College: The Mississippi Gulf Coast Community College District serves a four-county area with three major campuses, the Community Campus and four centers including: Perkinston Campus, Perkinston, MS; Jefferson Davis Campus, Gulfport, MS; Jackson County Campus, Gautier, MS. Additionally, Mississippi Gulf Coast Advanced Manufacturing and Technology Center, Gulfport, MS; Keesler Center, Biloxi, MS; West Harrison Center, Long Beach, MS; and George County Center, Luucedale, MS. State and regional associations accredit Mississippi Gulf Coast Community College, and several programs are accredited nationally. Offerings include academic, technical degree, vocational skill and adult continuing education programs.	
Application Information & Deadline	
For additional information on the position, contact: Cheryl Bond Assistant Dean, Career and Technical Instruction MGCCC Perkinston Campus P.O. Box 548 Perkinston, MS 39573 Phone: (601) 928-6213 E-mail: cheryl.bond@mgccc.edu	Complete official college application form, resume, and transcripts will be received in the Human Resources Office until the position is filled. Review of applications will begin after: November 30, 2009 Mail all documents to: Human Resources Office P.O. Box 609 Perkinston, MS 39573 E-mail: human.resources@mgccc.edu
Job Listing Web Address: www.mgccc.edu	
Mississippi Gulf Coast Community College is an Equal Opportunity Employer and welcomes students and employees without regard to race, color, religion, national origin, sex, age or qualified disability. For further information, contact the Equal Opportunity Officer at a Mississippi Gulf Coast Community College Center, Campus, or the Central Office. Compliance is coordinated by the Vice President for Administration and Finance, Perkinston Campus, P.O. Box 609, Perkinston, Mississippi 39573, telephone number 601-928-5211. FORM B - Revised 02/09	



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JOB DESCRIPTION

PRACTICAL NURSING INSTRUCTOR

GENERAL STATEMENT OF FUNCTION: Responsible for the teaching of assigned courses at assigned times and sites as well as the other duties and responsibilities inherent in this position. Reports to the Assistant Dean of Career and Technical Instruction at the Perkinston Campus.

DUTIES AND RESPONSIBILITIES:

1. Using both the traditional and the non-traditional formats – short-term, weekend, on-line, hybrid, web-enhanced, GEC – teach a full load of assigned courses at times when needed –(1) during the day including early morning, later afternoon, and evening and on (2) holidays and/or (3) weekends. Courses to be taught include all courses with PNV prefix.
2. Work to improve the methods, content, and value of each course taught.
3. Provide students with course objectives and course outlines that have been approved.
4. Perform extra-curricular and co-curricular duties as assigned.
5. Attend all departmental and general faculty meetings.
6. Establish, post, and maintain office hours as directed by college policy.
7. Work with Department Chairperson, other Career instructors, and Administration in the continued evaluation and improvement of the PNV curriculum.
8. Maintain a familiarity with Learning Resources services available to the PNV area and make recommendations for LRC improvements via the Assistant Dean of Career and Technical Instruction.
9. Participate in the Student Advisory system.
10. Counsel with students and refer to appropriate counselors as necessary.
11. Work to maintain proper public relations with the community.
12. Actively serve as recruiters and advisors.
13. Promote and participate in student activities and organizations/associations.
14. Participate in the MGCCC Mentor/Mentee program.
15. Maintain an active advisory committee.
16. Perform other duties as requested.