

Isle of Wight County School District

Position Specification

Title: Nurse Aide Instructor

Division: Instruction - CTE

FLSA: Exempt

General Statement of Job

The Nurse Aide Instructor performs instructional duties, in appropriate academic disciplines, to high school students enrolled in the Nursing Aide course in the Career and Technical Education department.

Specific Duties and Responsibilities

Essential Functions:

The following duties are representative for this position. The omission of specific statements of duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Provides quality standard-based instruction in the area of nursing assistant; assesses and encourages student progress; manages an effective learning environment to maximize student achievement;
Provides hands-on learning as well as theory;
Administers developmental testing programs, subject-specific formative/summative assessment, and industry-recognized technical skill assessments for the purpose of evaluating students' industry certification competency levels attainment and/or the monitoring and development of individual learning growth and student progress towards achieving individual graduation plans;
Ability to create a classroom/laboratory that fosters mutual respect with students and an exciting, positive, project based learning environment;
Thorough knowledge of instructional methods and presentation strategies for high school student learners;
Ability to coordinate and support regular student competitions, work-study, and internship experiences with community partners for students;
Maintains professional development competence through on-going educational and professional development training, as required for certification;
Orders, sets-up, maintains, and monitors use of equipment, material and instructional supplies;
Models enthusiasm for the profession and demonstrates current innovations in the industry as well as the global economy;

Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities and maintains and upholds school policies and procedures;
Cooperates with other members of the staff in planning instructional goals, objectives, and methods; attends and participates in faculty and department meetings;
Maintains current knowledge with respect to relevant state-of-the-art technology, equipment and/or systems;
Communication skills appropriate for interaction with fellow teachers, school staff, parents and the community; and,
Performs other related work as required.

Education and/or Experience

Two (2) years of experience as a registered nurse and at least one year of direct client care or supervisory experience in the provision of long-term care services. Experiences may include employment in a nurse aide education program or employment in, or supervision of nursing students in, a nursing facility or unit, geriatrics department, chronic care hospital, home care, or other long-term care setting.

Certificates, Licenses, Permits: Must hold a current unrestricted Virginia license or multistate licensure privilege as a registered nurse; hold or be eligible for, or be willing to obtain a Virginia Collegiate Professional or Technical Professional licensure with endorsement in applicable subject area.

Knowledge, Skills & Abilities

Knowledge of curriculum of subject area, technology standards and division policies and practices.

Skill in effective problem solving, communication, organization, planning, record keeping and human relations.

Ability to demonstrate competency in the knowledge and implementation of technology standards.

Performance Factors:

Interaction with Others: Ability to communicate clearly and to develop and maintain positive interpersonal skills. Ability to be flexible to meet changing requirements. Ability to demonstrate sensitivity among diverse populations.

Concentration: Ability to maintain workflow in a variety of environments and situations. Ability to manage multiple tasks.

Stressful Circumstances: Ability to produce quality work when short or unexpected deadlines are given relative to a project that may be in process. Ability to maintain composure in challenging situations.

Independent Judgment: After receiving an assignment is able to complete work tasks without constant and precise direction.

Organizational Skills: Ability to establish priorities; manage multiple tasks; and deliver a quality work product by a designated deadline.

Decision Making: Ability to make appropriate decisions.

Attention to Detail: Ability to recognize errors that detract from the accuracy of a work product.

Public Contact: Ability to communicate professionally and effectively, both verbally and in writing. Ability to demonstrate professionalism while interacting with others and to maintain positive working relationships.

Attendance and Dependability: Ability to be depended on for punctuality and faithful attendance. Ability to complete work in a timely, accurate manner and to be conscientious about work performance.



JOB TITLE: Nursing Aide Instructor

DEPARTMENT: Instruction – CTE

ESSENTIAL ELEMENTS – JOB FUNCTIONS ASSESSMENT

Physical Requirements:

- ☒ Stamina
- ☒ Seeing-General
- ☒ Close Vision
- ☒ Color Perception
- ☒ Hearing/Listening
- ☐ Clear Speech-Simple
- ☒ Clear Speech-Complex
- ☒ Touching
 - ☒ Dexterity
 - ☒ Hand
 - ☒ Finger
- ☐ Smelling
 - ☐ Smoke
 - ☐ Food
 - ☐ Cleanliness
- ☐ Tasting
- ☒ Walking
- ☒ Lifting
- ☒ Pushing
- ☒ Pulling
- ☒ Typing
- ☒ Climbing Flights
- ☒ Carrying
- ☒ Kneeling
- ☒ Stooping
- ☒ Bending
- ☒ Sitting
- ☒ Flexibility
 - ☒ Upper Body
 - ☒ Lower Body
- ☒ Running Distance

- ☒ Standing
- ☒ Driving

Stress Factors:

- ☒ Repetition
- ☒ High Pressure
- ☐ Hazards
- ☒ Fatigue
- ☐ Boredom

Work Environment:

- ☒ Works Alone
- ☒ Works with Others
- ☒ Works around Others
- ☒ Verbal Contact with Others
- ☒ Face-to-Face Contact
- ☐ Shift Work
- ☒ Inside
- ☐ Outside
- ☐ Confined Areas
- ☐ Extreme Heat/Cold
- ☐ Temperature Change
- ☐ Wet and/or Humid
- ☐ Noise
- ☐ Vibration
- ☐ Mechanical Equipment
- ☐ Electrical Equipment
- ☐ Pressurized Equipment
- ☐ Burning Materials
- ☐ Moving Objects
- ☐ High Places

- ☐ Fumes/Odors
- ☐ Dirt/Dust
- ☐ Gases

Mental Requirements:

- ☐ Reading-Simple
- ☒ Reading-Complex
- ☐ Writing-Simple
- ☒ Writing-Complex
- ☐ Clerical
- ☒ Memorization
- ☒ Analyzing
- ☒ Perception
- ☒ Judgment
- ☒ Decision-Making

Equipment:

- ☒ Computer
- ☒ Keyboard
- ☒ Telephone
- ☐ Calculator
- ☐ Fire Alarm
- ☐ Switchboard Console
- ☐ Television Monitor
- ☐ Kitchen Appliances
- ☐ Vacuum Cleaner
- ☐ Maintenance Tools

Other:

- ☐ Laundry Equipment

I acknowledge receipt of this document.

Signature _____

Date _____