

NOTICE OF POSITION OPENING
Respiratory Therapy Instructor / Clinical Director
Full-time, Probationary, 1.0 FTE

Responsibilities:

Saint Paul College is accepting resumes for one full-time Respiratory Therapy Program Instructor, who will serve as Clinical Director as required by CoARC.

The college is committed to academic excellence in a rich environment of diversity, equity and inclusion. We are the most diverse college in the Minnesota State Colleges and Universities System; for over 100 years, the college has been here to serve the community, local industries and above all else, the students. With deep roots in career and technical education, along with academic transfer, the College has prepared students for employment or transfer to colleges and universities both locally and nationally. If this sounds like an opportunity that is right for you, please complete an application for employment expressing your interest. Assignments may include some combination of day, evening, Saturday, online, and/or off-campus classes

Instructor is responsible for:

- Provide classroom instruction, evaluate and advise students;
- Develop and/or revise curriculum;
- Participate in department meetings, program advisory committee meetings, and college-wide events;
- Maintain technical knowledge in the field through active participation in professional development organizations and events;
- Promote diversity and cultural competency;
- Perform other duties as assigned by the Academic Dean or Vice President of Academic Affairs.

Director responsibilities include:

- Overall coordination, supervision, and evaluation of the clinical components of the program to include:
- Establishment and implementation of policies and guidelines for clinical instruction and evaluation.
- Supervision, coordination, and evaluation of the clinical affiliate staff providing instruction for the program.
- Development and maintenance of the student's clinical performance and proficiency records.
- Communicating and serving as primary liaison between the program and clinical affiliate service departments.
- Ongoing evaluation of the contribution and effectiveness of the clinical affiliates in regard to meeting the program needs and the accreditation standards.
- Collaborate with the medical director for scheduling, coordinating, and evaluating physician input.
- Participate in periodic review of education program and evaluation for program effectiveness.
- Provide pre-clinical instruction (didactic and laboratory instruction).
- Ensure appropriateness and equity of clinical evaluation systems.
- Maintain comprehensive records of student clinical and laboratory performance and proficiency.
- Collaborate with other program faculty, both clinical and related to ensure clinical validity.
- Maintain equipment inventory, supplies, and repair.
- Maintain and ensure continuity of evaluation (Inter-rater reliability) and clinical experiences at all clinical affiliates.
- Encourage all students to actively pursue the NBRC Registered Respiratory Therapist (RRT) credential upon graduation.

- Perform Review & Analysis of Evaluation of Preceptors, Evaluation of Clinical Sites, Daily Clinical Student Evaluations, and Student Competency Evaluations as it relates to Inter-Rater Reliability
- Perform Training for all preceptors with attention to Inter-Rater Reliability
- The DCE must have regular and consistent contact with students, clinical faculty, and clinical affiliates in all program locations.

Begin Date: January 14, 2018

Minimum Qualifications:

- Associate degree from an accredited respiratory therapy program
- Four full-time years (or equivalent) of verified related paid work experience as a registered respiratory therapist
- One year of this work experience shall be within the five years immediately preceding the date of application for the credential field within the last five years.
- Current Minnesota RRT License (Minnesota Board of Medical Practice) and current CPR certification for the Healthcare Professional

Qualifications

- Graduate of American Medical Association - accredited therapist program. Bachelor's degree required, Master's degree preferred.
- Registered as a therapist by National Board for Respiratory Care
- Excellent communication skills.
- Ability to work with a variety of people as a team member.
- Demonstrated cultural competency

Application and Salary Information:

Saint Paul College is committed to supporting diversity in all of its forms. Applicants representing diverse backgrounds are encouraged to apply. To apply for this position, you must submit application materials by November 28, 2018. **Applicants must apply online;** other forms of submission will not be accepted. A complete online application will include the following attachments:

- Cover letter addressing the applicant’s experience and the preferred qualifications listed in this announcement;
- Resume/Curriculum Vitae
- Unofficial Transcript(s) of your highest completed degree(s);
- Three (3) professional references;

The link to apply is <http://www.saintpaul.edu/AboutUs/employment>

Salary and benefits will be based on the collective bargaining agreement between Minnesota State College Faculty (MSCF) and the State of Minnesota. Salary will be commensurate with education and experience. Salary range upon hire is \$37,437-\$60,906. Salary is based on a 9 month contract. Salary and benefits will be provided according to the negotiated labor agreement. Applicants selected for interview will be requested to provide a statement of their philosophy of equity and inclusion.

The safety of all members of the Saint Paul College campus community is of vital concern. The most recent Annual Compliance and Security Report is available on the College website at www.saintpaul.edu/aboutus/Pages/PublicSafety.aspx.

This document can be made available in alternative formats such as large print, Braille or audio tape by calling 651-846-1400. The college regrets that it is unable to offer H-1B sponsorship at this time. The successful candidate under U.S. Citizenship and Immigration Services regulations must be able to accept work in the U.S. by the day employment begins.

NOTICE: In accordance with the Minnesota State Colleges & Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business, whether using a personal, rental or state vehicle, shall be required to complete a Vehicle Use Agreement form and consent to a Motor Vehicle Records check annually.

Saint Paul College is an Equal Opportunity Educator and Employer