

## Job Description

<b>Position Title</b>	<b>MSN Course Instructor</b>		
<b>Business Unit</b>	Department of Nursing MSN	<b>Status:</b>	Part-time per course
<b>Reporting to</b>	MSN Project Director	<b>Salary Range:</b>	

<b>Background</b>	<p><u>University Overview</u></p> <p>Founded in 1893, Southwestern Adventist University is a 501(c)(3) faith-based institution in Johnson County, Texas. As the only four-year degree granting university in the county, Southwestern Adventist University is an important community stakeholder that links education with action by building knowledge, increasing faith, and providing service.</p> <p><u>University Vision</u></p> <p>Southwestern Adventist University seeks to be a community that supports academic, spiritual, physical, and emotional wholeness encouraging all members to find their purpose and lead lives of service</p> <p><u>University Mission</u></p> <p>The University's Mission statement is "Inspiring knowledge, faith, and service through Christ-centered education."</p>
<b>Position</b>	<p>The Graduate Instructor will be accountable for quality delivery of MSN course(s) as previously developed. This includes engaging in an effective and interactive presence with students, supporting their needs to the extent possible; utilizing best practices and principles for online learning; and student acquisition of teaching-learning best practices at the graduate level. The instructor will uphold the University's Vision and Mission in course instruction and student interactions.</p>

<p><b>Responsibilities</b></p>	<ul style="list-style-type: none"> <li>• Engage with students consistently during the duration of the course, including just prior to launch through completion of all course work and institutional grade posting processes.</li> <li>• Keep precise records of student work within the Canvas LMS.</li> <li>• Update course materials and content delivery to optimize student experience and currency with best evidence teaching-learning practices.</li> <li>• Collaborate with the SWAU MSN Program Director and staff, including the Success Coach, Graduate Advisor, and Clinical Coordinator as appropriate to enhance student persistence, completion, and engagement in course learning processes.</li> <li>• Facilitate student learning and accountability to navigate university systems and academic processes with emphasis on student empowerment/accountability to manage degree completion</li> <li>• Be knowledgeable and supportive regarding the MSN Handbook policies and guidelines.</li> <li>• Be actively available to students. Potentially holding weekly office hours (via zoom/teams) providing an “open-door” policy that provides opportunity for students to connect. Other duties as requested or envisioned related to primary role</li> </ul>
<p><b>Knowledge, Skills &amp; Abilities</b></p>	<ul style="list-style-type: none"> <li>• Proficient and effective communication skills</li> <li>• Maintain a high degree of professionalism</li> <li>• Utilize skills in time management, prioritization, and flexibility</li> <li>• Demonstrate a commitment to quality, while able to handle a varied caseload of students within the course(s)</li> <li>• Effectively learn and use current and new technology as appropriate.</li> <li>• Ability to work with a diverse group of students.</li> <li>• Exemplify best practices for graduate-level nursing education and CCNE Accreditation requirements</li> <li>• Understand and meet FERPA requirements</li> </ul>
<p><b>Requirements</b></p>	<p>Terminal degree, preferably in Nursing Active, unencumbered Texas RN license or Compact Licensure</p> <p><b>Preferred:</b> Two years of experience in graduate-level nursing education Previous experience as an educator for undergraduate nursing students or in clinical education.</p>

***This job description is not intended to be complete or limiting – the role will require a proactive and flexible approach to be successful.***

Southwestern Adventist University complies with applicable state and local laws governing non-discrimination in employment. This applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

*Please submit a Resume/C.V. and cover letter...*