



## **POSITION**

Assistant Professor of Nursing-Maternity

## **JOB SUMMARY**

The Nursing Faculty-Maternity is responsible to the BSN Nursing Director in the performance of all instructional and administrative responsibilities. The faculty member is committed to academic excellence in all areas of teaching and learning including theory, laboratory, and clinical instruction. The faculty actively participates in program development and evaluation; curriculum development, evaluation, and revision; student admission, progression, retention, and graduation policies; course planning, implementation, and evaluation, supervision of skills/simulation experience, clinical instruction; and evaluation of student achievement including formative and summative evaluation. The faculty member coordinates and collaborates with colleagues and students in a wide range of supervised, self-directed, and technologically mediated learning activities including the ongoing monitoring and improvement of the teaching-learning process. The faculty member effectively participates in the affairs of the program and the division, and provides professional leadership in the University, nursing profession, and community.

Nursing Faculty hold academic rank based upon credentials and experience and to meet expectations for teaching load as defined by the University. Full-time faculty teaching load (assignments) allow adequate administrative time for classroom, online, laboratory, and clinical preparation.

## **DUTIES AND RESPONSIBILITIES**

In addition to the policies and procedures contained in the *Spalding University Faculty Governance Document*, *Spalding University Policy Manual*, *Bylaws of the Faculty Organization of the School of Nursing*, and the Policies and Procedures of the School of Nursing, the following duties and responsibilities include:

1. Support the mission and philosophy of Spalding University.
2. Develop, implement, evaluate, and update the mission (purpose), philosophy, learning outcomes (objectives) of the nursing education programs in the Nursing Division.
3. Plan and provide theoretical instruction, clinical experiences, and laboratory (skill and/or simulation) experiences that reflect an understanding of the philosophy, objectives, and curriculum of the nursing education program.
4. Design, implement, and evaluate the curriculum.
5. Develop, evaluate, and revise student admission, progression, retention, and graduation policies within the policies of the Spalding University and the School of Nursing.
6. Participate in academic advising and guidance of students.
7. Evaluate student achievement of curricular outcomes (objectives) related to nursing knowledge and practice.
8. Effectively prepare for classroom, laboratory, and clinical experiences.
9. Actively participate in department, school, and University committees.
10. Engage in service to the University, the community, and the profession.
11. Other duties as identified and/or assigned.

## **Knowledge, Skills, and Abilities**

1. A doctorate in nursing or a related field is preferred. A master's degree in nursing is required.
2. Documented evidence that the graduate degree is in a field relevant to the area(s) of teaching responsibility is required.

3. An active license in good standing to practice as a Registered Nurse in Kentucky is required.
4. Two years of full-time, or equivalent, professional nursing clinical experience.
5. Two years of full-time, or equivalent, teaching experience in a baccalaureate or higher degree program preferred.
6. Documented knowledge and skills related to the teaching of adults, teaching methodology, curriculum development, and curriculum evaluation.
7. Knowledge and understanding of Microsoft Office Suite, in particular Word, Excel, PowerPoint, and Outlook preferred.
8. Experience with online education preferred.
9. Experience with Moodle or similar system preferred.
10. Working irregular hours, including evenings and weekends, may be expected.

#### **Nature of Work Environment**

1. Tasks involve the ability to manage multiple meetings, priorities, extensive e-mail communication, projects, people, and activities.
2. Tasks may involve extended periods of time at a computer keyboard or workstation.
3. While performing the duties of this job, you may be required to walk; stand; sit; reach with hands and arms; balance; stoop; speak with clarity, have appropriate vision and hearing capabilities.

#### **ABOUT SPALDING UNIVERSITY:**

Spalding University is a diverse community of learners dedicated to meeting the needs of the times in the tradition of the Sisters of Charity of Nazareth through quality undergraduate and graduate liberal and professional studies, grounded in spiritual values, with emphasis on service and the promotion of peace and justice.

With a focus on community service and leadership, Spalding offers all students a mission-driven connection to the community and comprehensive learning resources while striking a distinctive balance serving the educational needs of both the traditional student and the working adult. Also, our unique 6-week session delivery format affords students needed scheduling flexibility amidst other life responsibilities.

Spalding University is an Equal Employment Opportunity/Affirmative Action employer. The University complies with all federal, state and local equal employment opportunity laws. It is the University's policy not to discriminate against any individual or group of people. Likewise, to provide equal employment opportunity to all qualified persons regardless of race, color, national origin, age, disability, religion, sex, pregnancy, sexual orientation, gender identity, marital status, military status, veteran status or other protected status. All job offers are contingent upon successful completion of a pre-employment drug screen and a criminal background check.

#### **CONTACT**

For more information and/or to apply, please electronically submit your Curriculum Vitae, names and contact information for three (3) professional references, along with a letter of interest to:

Susan O'Keefe  
School of Nursing  
Spalding University  
[sokeefe@spalding.edu](mailto:sokeefe@spalding.edu)

Review of applications will begin immediately, and the search will remain open until the position is filled.