



**Medical Professions (Med Pro)
Full-time Instructor
Job Description**

Requirements:

- Must possess an active and unencumbered healthcare license (LPN, RN, PT, PTA, OT, OTA, etc.) in Arkansas.
- Have a minimum of one-year experience in a skilled nursing facility, hospital, or home health setting.
- CPR certified.
- Immunization requirements match that of the student (this is for clinical purposes *only*.)
- All instructors must pass a criminal background check and drug screen for employment.
- Complete the state-required Mandated Reporter each year.

Schedule:

- Monday – Friday: 8:00AM – 4:30PM
- Clinical days (where applicable in Spring Term) are 8 hours per day, 2 days a week for one week.

Med Pro Full-time Instructor will perform the following duties:

- Instruct students per the established Medical Professions curriculum.
- Lab set-up for skills demonstration and check-offs;
- Help with inventory of items for upcoming budget needs;
- Gathering paperwork needed for check-offs and clinicals;
- Observe and grade students during check-offs;
- Supervise students during skills practice (where applicable);
- Travel to clinical sites to monitor students;
- Supervise and guide students during various clinical rotations throughout the year;
- Hold pre-conference and post-conference with each clinical rotation;
- Evaluate and grade students based on clinical performance and clinical assignments (i.e., concept maps, drug cards, etc.);
- Participate in Simulation where applicable;
- Participate in program development to continue program progression;
- Perform other duties as assigned within scope.