

Position Announcement – Red Rocks Community College

Position Title	Faculty – Nursing Aide Program
Campus Location	Arvada, Colorado
Primary Physical Work Address	13300 West Sixth Avenue Lakewood Colorado 80228
Salary	\$64,375 – 75,273/annual RRCC offers a flexible work environment. This is a 10.5 month (220 day) contract.
Starting Pay Rate	Starting salary is commensurate with education and experience
Anticipated Start Date	January 02, 2020
FLSA Status	Exempt, this position is not eligible for overtime.
Closing Date	Sunday November 10, 2019
Job Type	This is a full-time, 220-day appointment.
Interview Information	Interviews for the position will occur on campus, in four-hour time blocks on November 21, 2019. Interview invitations will be extended on November 15, 2019, as will communication to applicants not selected for interviews.
Benefits	RRCC offers a range of benefit choices (Medical, Dental, Vision, FSA, Life Insurance, Supplemental Retirement Plans, PERA, Disability Benefits, and more). For additional information, please click here .
Retirement	The Colorado Public Employees' Retirement Association (PERA) provides retirement and other benefits to employees of the State of Colorado.
Online Application Link	Click Here to Begin Your Application

Red Rocks Community College seeks applications for a full time faculty position to lead the Nursing Aide Program beginning in the Spring 2020 Semester.

Red Rocks Community College exemplifies extraordinary. We are dedicated to our [Vision and Mission](#), which promote student achievement, staff empowerment, and community engagement. We live our values: Integrity, Collaboration, Learning, Inclusiveness, and Communication. We encourage applications from individuals whose background and interests align with our commitment to inclusiveness and welcome you to visit the [RRCC Inclusion & Diversity](#) webpage for additional information.

With an unrivaled reputation grounded in our Values, we stand out as a cutting edge model in higher education. We are one of the first community colleges in the country to offer both Bachelor's and Master's degree programs. Our continued pursuit of excellence is instilled in our employees and has inspired a dynamic and passionate culture.

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Summary of Position:

This position is a faculty appointment and exists to perform instruction-related duties, responsibilities, and program direction for the Nursing programs at the College in accordance with the philosophy, policies, and procedures of the Colorado Community College System for the Nurse Aide, Nurse Refresher and Integrated Nursing Pathway programs at Red Rocks Community College.

Required Qualifications:

- Baccalaureate degree from an accredited academic institution
- Registered Nurse licensed in the State of Colorado.
- Ability to obtain the appropriate CTE credential upon hire.
- Minimum of two (2) years of nursing experience in caring for the elderly and/or chronically ill of any age of which at least one year must be in the provision of services in a long-term care facility.
- Coursework completed in teaching adults or documented experience in teaching adults. **Substitution:** One year full time experience managing nurse aides

Preferred Qualifications:

- Master's degree in Nursing.
- Proficiency in curriculum development, supervision, instruction, evaluation, and academic advising.
- Experience with a wide range of students at the community college level or in a comparable setting. A strong commitment to effective teaching at the community college and an understanding of its philosophy, role and mission.
- Membership in or experience working in diverse communities and supporting the success of students and staff from racial, ethnic, and gender backgrounds that are underrepresented in the College.

Required Knowledge, Skills, Abilities:

- Proficient understanding of Nursing education and licensure regulations and guidelines.
- Demonstrated ability and willingness to teach students using traditional and alternative methods of instruction.
- Demonstrated ability to integrate technology into the classroom where appropriate.

Description of Position:

Teaching: Teach day, evening, weekend, and/or distance courses in accordance with approved course of study or outline utilizing traditional and alternative methods of

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instruction (including computer-aided, on-line, distance learning, self-paced, interdisciplinary, etc.) where appropriate.

- Coordinate class structure and organization, prepare course materials, demonstrate and maintain currency in the discipline and in teaching methodology, present instructional material effectively, maintain professional and courteous interaction with students and employees, and demonstrate sensitivity to different learning styles.
- Hold regular office hours, encourage student engagement and student achievement, utilize assessment data to facilitate student learning, document teaching and curriculum changes based on assessment results, incorporate course, program, and college student learning outcomes into teaching, utilize student retention strategies, integrate technology into course work as appropriate to the discipline.
- Assist with program and plan development and maintenance, coordinate instructional programs as assigned, review, coordinate, and recommend textbooks and/or class materials.
- Comply with college procedures pertaining to grading and record keeping; assist in maintaining inventory control of equipment, tools, and supplies required for classes, and in requesting repair and/or replacement for the equipment according to division regulations.
- Participate in various college, system, and/or professional activities intended to develop the faculty member and enhance his/her ability to teach effectively.
- Ensure program and staff regulatory compliance with DORA and other relevant agencies.
- Find and coordinate student clinical internships.
- Work with concurrent enrollment partners as needed.

Service:

Service includes fulfilling the mission and goals of the college outside of the classroom. Components may include but are not limited to:

- Oversee the academic and administrative goals and outcomes for Nurse Aide (NUA), Nurse Refresher and the Integrated Nursing Pathway (INP) programs. Manage hiring and development of part-time faculty to promote continuous improvement in didactic and clinical components.
- Conduct classroom observations and provide performance feedback for part-time faculty.
- Develop and communicate program policies and procedures to staff and students. Assure the integrity of the established standards and procedures.
- Provide academic and behavioral advising to students to facilitate successful outcomes

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- Manages program curriculum development, review, evaluation, updates, and revisions.
- Oversees curriculum delivery via proper scheduling and staffing of courses, managing textbook/lab supplies, and licensing/maintenance of equipment.

Additional activities may include but are not limited to: Serving as the college representative on a local board or commission; and serving as an elected or appointed member of local boards. Participation in various college, system, and/or professional activities intended to develop the faculty member and enhance his/her ability to teach effectively and contribute to the mission and goals of the department and institution.

How to Apply:

Complete applications must be received by 11:59 p.m. on Sunday November 10, 2019. To apply for this position, [click here to begin your application](#), including the following:

1. A cover letter describing your professional experiences and addressing the required and preferred qualifications
2. A curriculum vitae or resume.
3. Transcripts (unofficial) of undergraduate and graduate level course work.
4. A teaching philosophy statement (limited to one page).
5. A statement detailing how your teaching, service and/or work experience has supported the success of students from racial, ethnic, and gender backgrounds that are underrepresented in their field and the College; applicants who have not yet had the opportunity for such experience should note how their work will further Red Rocks Community College's commitment to diversity and inclusion.

Additional upload sections are available in the application to include **optional** attachments such as:

1. Letters of recommendation
2. Copies of recent (within past two years) student opinion of instruction
3. Any evidence of teaching effectiveness

Please note the following prior to beginning your application:

1. Your application progress cannot be saved. If you exit prior to submitting your materials, you will need to restart the application.
2. As a part of the application process, you will be asked to provide the name, phone number, and email address of three professional references. References will only be contacted for candidates at the second level interview stage.
3. You will be required to attach a cover letter, resume, and transcripts. Your cover letter should describe your professional experiences and address the required and preferred qualifications.

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4. Once you submit your application, you will no longer have an opportunity to review or make changes.
5. You will receive a confirmation email once your application has been received.

Benefits:

RRCC offers a range of benefit choices (Medical, Dental, Vision, FSA, Life Insurance, Supplemental Retirement Plans, PERA, Disability Benefits, and more). For additional information, please [click here](#).

The Assessment Process:

Red Rocks Community College utilizes selection and/or search committees in the hiring process for vacant positions. The committee will review all applications received by the closing deadline listed on this announcement to determine if applicants meet required qualifications. The committee will complete a secondary review of applications that meet required qualifications to determine applicants that align more closely with the listed qualifications. The top applicants from this assessment process receive an invite for the first round of committee interviews.

Be sure your application materials specifically address your qualifications, experience, work products, and accomplishments, as they relate to the position responsibilities, required qualifications, and preferred qualifications sections of this announcement. Upload additional documents, if necessary, to fully explain your experience and qualifications as they relate to this position. Failure to include adequate information or follow instructions and apply by the listed submission deadline, may result in your application not being accepted for this position, and may affect your inclusion as a qualified candidate at any stage in the search/selection process for this position.

Transcripts Required:

An unofficial copy of transcripts must be submitted at the time of application. Assessment is required for Transcripts from colleges or universities outside the United States for U.S. equivalency by a NACES educational credential evaluation service. This documentation is the responsibility of the applicant and must be included as part of your application materials. Failure to provide a transcript or credential evaluation report may result in the rejection of your application and you will not be continued in the search/selection process for this position announcement. If selected as the finalist for the position, official transcripts are required as a condition of employment.

Necessary Special Requirements:

Must submit to and successfully complete a pre-employment background check as a condition of hire. Felony convictions or conviction of crimes of moral turpitude or convictions of misdemeanors related to job duties may disqualify you from consideration for this position. Should your background check reveal any charges and convictions, it is

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your responsibility to provide RRCC Office of Human Resources with an official disposition of the charges.

Important Notes:

Note: Former employees of the Colorado Community College System or one of its 13 colleges, who were disciplinary terminated or resigned in lieu of termination, must disclose this within your application materials.

Red Rocks Community College is committed to diversity in its people and programs. The College is an equal opportunity educational institution and does not discriminate on the basis of disability, race, creed, color, sex/gender, sexual orientation gender identity, religion, age, national/ ethnic origin, pregnancy status, veteran's status, genetic information, physical or mental disability, or any other category protected by applicable law, in its employment practices or educational programs and activities.

RRCC has designated the Executive Director of Human Resources as its Affirmative Action Officer/Equal Opportunity Administrator/Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. For information, contact Executive Director of Human Resources, Title IX Coordinator, Title VII/Equal Opportunity Coordinator, ADA/Sec 504 Coordinator, 13300 West Sixth Avenue, Lakewood, CO 80228. 303-914-6298.

Reasonable accommodation will be provided upon request for persons with disabilities. If you are a person with a disability who requires an accommodation to participate in the application process, please notify Human Resources at 303-914-6570.

RRCC conducts pre-employment background checks on all employment finalists to determine or verify background information, including criminal history, references from previous employment, qualifications, and, when applicable, driving history. Employment offers are contingent upon receiving a satisfactory report.

For information regarding Red Rocks Community College Security, including crime statistics for the Red Rocks Community College Lakewood and Arvada campuses, please see the Red Rocks Community College campus security website at <http://www.rrcc.edu/police/>. For a hard copy report, please contact 303.914.6494.