

Niiwin Akeaa Campus
111 Beartown Road
Baraga, MI 49908
Phone: (906) 353-4630
Fax: (906) 353-8107



Wabanung Campus
770 N. Main St.
L'Anse, MI 49946
Phone: (906) 524-8400
Fax: (906) 524-8106

"Catch Your Dream Through a Superior Education"

JOB DESCRIPTION

POSITION: CNA Adjunct Instructor

LOCATION: KBOCC
770 N. Main St.
L'Anse, MI. 49946

SALARY: Dependent upon experience

SUPERVISORY CONTROL: Dean of Academic Affairs

SUMMARY:

This position will be responsible for providing students with the knowledge and skills to become a Certified Nurse Assistant (CNA).

QUALIFICATIONS:

- Minimum of an Associate Degree of Nursing
- A current/active Michigan Registered Nurse license that is in good standing
- Michigan Nurse Aide Trainer Certificate that is in good standing (will be required to teach).
- A minimum of 2 years (4,000 hrs) of nursing experience, with at least 1 year of experience in the provision of long-term care facility services (federally certified CMS facility-state licensed long-term care)
- Current Basic Life Support (BLS) for Health Care Providers (preferred)
- Teaching experience desired.
- Be able to lift 50 lbs., ability to bend and ability to stand for long periods of time.
- Ability to communicate effectively with college leaders as well as industry leaders to meet program goals and requirements.
- Possesses minimum standards of character: Must not have been found guilty of, or entered a plea of nolo contendere or guilty to any felonies offense or 2 or more misdemeanor offenses involving (under federal, state, or tribal law; violations from other states will be interpreted according to the Michigan Penal Code):
 - Crimes of violence
 - Sexual assault
 - Exploitation
 - Offenses committed against children
 - Crimes against persons
 - Molestation
 - Child abuse or neglect
 - Contact with or prostitution

Responsibilities:

- Teaches assigned CNA courses in the classroom, lab, and Clinical settings.
- Create a positive learning environment.
- Evaluate student performance.
- Maintain required office hours.
- Develop proficiency in the Jenzabar eLearning LMS.
- Maintain accurate records of student attendance and achievement.
- Prepare a syllabus for each assigned course which meets KBOCC content requirements.
- Participate in departmental and college events including graduation and honors ceremonies.
- Complete annual faculty self-assessment
- Abide by KBOCC course policies as outlined in the Faculty Guidebook.

Duties:

- Employ excellent written and oral communication skills.
- Possess or quickly acquire knowledge of college policies and procedures.
- Collaborate effectively in teams.
- Use proficiently the MS Office suite, internet and other hardware and software as needed.
- Perform other duties as assigned

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are similar kind or level difficulty.

PREEMPLOYMENT TESTS:

Employment is contingent upon the satisfactory result of a security background check, pre-employment drug testing and physical exam.

CLOSING DATE:

NATIVE AMERICAN PREFERENCE:

Preference will be given to qualified applicants according to policy

VETERAN PREFERENCE:

Preference will be give to qualified veterans, (will need DD214)

APPLICATION PROCEDURE:

Submit an official KBOCC application, cover letter, resume, certifications, transcripts and three reference

letters to:

Human Resources

Keweenaw Bay Ojibwa Community College

PO Box 519

Baraga, MI 49908

Or email hr@kbocc.edu