



JOB DESCRIPTION

TITLE: Faculty Coordinator for RN-to-BSN Program

COLLEGE/SCHOOL/DEPT: Department of Nursing, College of Arts & Sciences

REPORTS TO: Director of Nursing and Chair of Department of Nursing

FLSA: Exempt, 9 month Contract

SALARY: \$80,000 - \$120,000

(Commensurate with education and experience)

Position Summary:

The Faculty Coordinator for the RN-to-BSN Program is responsible for recruitment, retention and oversight of students in the RN-to-BSN Program, and ensures they are able to meet the BSN Program Learning Outcomes through multiple learning modalities, including all didactic and clinical experiences. The Faculty Coordinator for RN-to-BSN Program is required to promote the mission of Heritage University Department of Nursing and participate fully in the governance of the department, including curriculum development and evaluation, and implementation of the systematic evaluation plan for the RN-to-BSN Program.

The RN-to-BSN Program will integrate principles from the Fundamental patterns of Knowing in Nursing as the theoretical foundation for professional nursing practice to promote the maturation of the licensed registered nurse with the Associate Degree to practice according to established educational standards of the American Association of Colleges of Nursing and the practice standards of the American Nurses Association. The RN-to-BSN Program Coordinator also will promote the Heritage University BSN Program curricular theme of culturally responsive family and community as units of nursing care, along with a passion for social justice. Rank is commensurate with university teaching and scholarship experience and expertise.

Duties and Responsibilities:

1. Represents Heritage University in the most positive manner with prospective, former and current students, clients, suppliers and the community we serve. Interacts effectively with a diverse group of faculty, staff, students and other customers of our services, learns and uses operating practices of the department and Heritage University.
2. Upholds the Heritage University Mission Statement.
3. Advances the mission, goals and outcomes of the Department of Nursing.
4. Handles confidential information with tact, discretion and in compliance with FERPA regulations.
5. Coordinates and teaches selected transition courses in the RN-to-BSN Program, including classroom, and clinical supervision of RN-to-BSN students.
6. Promotes a supportive a learner-centered culture among all nursing faculty and student colleagues.
7. Practices reflective teaching and nursing.
8. Organizes and coordinates supervision and evaluation of student clinical practice in the RN-to-BSN program.
9. Mentors and advises RN-to-BSN students.
10. Participates in Department of Nursing and University faculty governance.
11. Employs experiential learning techniques using a variety of interactive, student-focused pedagogical approaches, including simulation, low fidelity, high fidelity and computer-based teaching applications.
12. Demonstrates current practice expertise.
13. Uses an organized approach to planning and coordination designed to promote achievement of the RN-to-BSN learning outcomes by students individually and in the aggregate. Uses reliable and valid methods to measure achievement of individual students and students in the aggregate.
14. Contributes to nursing as a discipline and the profession at state and national levels.

