

CLASS TITLE: NURSING INSTRUCTOR SUPERVISOR

Class Code: 02884300
Pay Grade: 26A
EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To plan develop, evaluate and administer nursing education programs in a state hospital or residential care facility; to develop and integrate the resources of the hospital or residential care facility with those of the community in order to establish and maintain effective nursing education and development programs; and to do related work as required.

SUPERVISION RECEIVED: Works under the general direction of the department or section administrator with wide latitude for the exercise of initiative and independent judgement; work is reviewed and evaluated in process and upon completion for results attained.

SUPERVISION EXERCISED: Assigns, supervises, reviews and evaluates the work of a staff of nursing instructors as well as technical and clerical personnel assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, develop, evaluate and administer nursing education and development programs in a state hospital or residential care facility.

To develop and integrate resources of the hospital or residential care facility with those of the community in order to establish and maintain effective nursing programs.

To be responsible for supervising the planning and implementation of broadly based training/education programs, which include a number of individual courses.

To perform various duties in regard to program and course development such as analysis of staff needs, research and development of subject matter, selection of training methodology, location of training resources, and development of written training material.

To be responsible for conducting training courses and in-service education when necessary.

To evaluate the effectiveness of the nursing education program, identify educational and staff development needs, and recommend additions and changes to the total training program.

To coordinate training efforts with the nursing services department so that a climate which aids nursing personnel to increase their professional, technical and psychosocial skills can be developed.

To assist in the preparation of requests for federal and state funds.

To participate in quality assurance program functions.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the principles, practices and techniques of professional nursing and skills in their application; a thorough knowledge of the principles, practices and techniques of nursing education and the ability to apply such knowledge in the planning, development, implementation, administration, and evaluation of nursing education programs; the ability to mobilize community resources and to maintain effective working relationships with them; a thorough knowledge of the methods and techniques of researching training problems such as the analysis of staff needs, research and development of subject matter, selection of training methodology, location of training resources, development of written training material and evaluation of program effectiveness; the ability to plan, develop and conduct training courses; the ability to supervise and review the work of nursing instructors and other nursing personnel assigned to classroom instruction and ward duty; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from an accredited college or university with a Bachelor's Degree in Nursing; and

Experience: Such as may have been gained through: substantial employment as a nursing instructor in an accredited school of nursing or as a supervising nurse or nursing instructor in a hospital or residential care facility.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT:

Must meet nursing registration requirements of the State of Rhode Island laws and regulations and must maintain such requirements as a condition of employment.

Class Revised: December 22, 1985

Editorial Review: 3/15/2003