



GADSDEN STATE COMMUNITY COLLEGE JOB DESCRIPTION

Initial Base
Wallace Drive

Created on: 10/8/2025
Revised on: 10/8/2025

Job Title	Salary Schedule	Grade	Job No.
Nursing Instructor	D1		
Reports To	FLSA Status	Grant Funded	Tenure Track
Division Chair	Exempt	No	Yes

JOB SUMMARY: A nursing instructor for the Associate Degree Nursing (ADN) and/or Practical Nursing (PN) program(s) is responsible for providing education and mentoring to nursing students in the classroom, laboratory, and clinical setting. This role includes delivering course content that is aligned with the curriculum in a manner that facilitates student learning. It also includes assessment of student performance utilizing formative and summative assessments. All nursing instructors at Gadsden State Community College should promote professional nursing standards while in the role of nursing instructor

QUALIFICATIONS:

- ◆ Master’s degree in nursing from an approved U.S. Department of Education accredited institution **required**
- ◆ Current, unencumbered Alabama licensure as a registered nurse, and Georgia licensure when applicable **required**
- ◆ Minimum of three years post-licensure experience as a registered nurse **required**
- ◆ Teaching experience in classroom and clinical *preferred*
- ◆ BCLS certification required, ACLS certification *preferred*
- ◆ Ability to effectively use educational technology *preferred*
- ◆ Philosophy is compatible with the community college image
- ◆ Documentation of required professional development activities on-going

DUTIES:

- ◆ Deliver lectures, lead discussions, and conduct lab and clinical sessions in accordance with the nursing curriculum and educational standards set forth by the Alabama Community College System and the Alabama Board of Nursing
- ◆ Assist in developing, reviewing, and updating course materials to ensure content reflects current nursing practices and standards, including regulatory and accreditation requirements
- ◆ Assist in the construction, administration, assessment, and revision of teaching and evaluation tools for student activities in classroom, laboratory, and clinical settings as assigned
- ◆ Assist in the evaluation and revision of each course and related syllabi, including evaluation tools, resources, and experiences. Assist in the timely completion of semester grades and reports as assigned
- ◆ Maintain theoretical and clinical expertise in the assigned content areas and utilize current

instructional methodologies in the classroom, laboratory, and clinical settings. Utilize various teaching methodologies to accommodate diverse learning styles

- ◆ Supervise and/or coordinate the supervision of students in the clinical setting, adhering to the established clinical objectives, activities, and agency policies
- ◆ Complete weekly student clinical evaluations utilizing the established evaluation criteria as required by the nursing program. Ensure students apply theoretical knowledge safely and effectively in clinical experiences
- ◆ Maintain cooperative relationships with clinical agency personnel and participate in clinical agency activities as assigned
- ◆ Serve as a professional role model and resource person for students, graduate students, adjunct clinical faculty, and new full-time nursing faculty as needed
- ◆ Plan for and complete assigned student clinical rotations and submit clinical-related paperwork to the appropriate clinical personnel as directed
- ◆ Counsel students experiencing academic difficulties and document each encounter thoroughly
- ◆ Ensure students are made aware of and follow all nursing program policies provided in the Nursing Student Handbook
- ◆ Maintain records of student progress, grades, attendance, and attainment of clinical hours in accordance with established nursing program, college, and accreditation requirements
- ◆ Engage students in active learning in clinical experiences and in the classroom setting
- ◆ Advise assigned student cohorts for retention and progression according to the faculty advisement model
- ◆ Abide by the faculty teaching assignment each semester as approved by the Nursing Program Director and the Dean of Health Sciences for classroom, laboratory, clinical, and office hours
- ◆ Serve as an active member of the department, division, and College. Willingly serve on committees as assigned
- ◆ Adhere to the established policies and procedures for reporting, requesting leave, etc
- ◆ Submit yearly documentation of continuing education activities sufficient to ensure current knowledge in the area of expertise and to meet state and/or national licensure/certification requirements
- ◆ Comply with all policies of the State Board of Education, the Department of Postsecondary Education, and the College
- ◆ Maintain annual health requirements as dictated per Nursing Division
- ◆ Adhere to Faculty Handbook Policies
- ◆ Perform other related duties as assigned

Note: The intent of this description is to provide a representative summary of the essential functions that will be required of positions given this title and should not be construed as a declaration of specific duties and responsibilities of any particular position. Employees will be assigned specific job-related duties through their hiring departments. Specific job-related duties assigned by hiring departments shall be consistent with the representative essential functions listed above and shall not be construed as expanding a particular position's role, scope, FLSA status, or grade.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described below represent those that an employee may encounter and must meet to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.

Physical Demands

- ◆ **Mobility:** This position requires frequent movement between classroom, laboratory, and clinical settings. The instructor must be able to stand and walk for extended periods during instruction and clinical supervision, as well as occasionally bend, reach, or assist students with lab activities or patient care demonstrations
- ◆ **Manual Dexterity:** Regular use of hands and fingers is required for operating educational equipment, simulation mannequins, computers, and medical instruments
- ◆ **Lifting:** Must be able to lift, move, or support equipment and instructional materials weighing up to 25 pounds, and occasionally assist with patient positioning or equipment demonstration in the clinical setting
- ◆ **Communication:** Clear and effective verbal and written communication skills are essential for instruction, feedback, and documentation. The instructor must be able to project their voice, provide demonstrations, and communicate professionally with students, colleagues, and healthcare partners

Work Environment:

- ◆ **Setting:** The work is performed in a variety of instructional environments including classrooms, nursing skills laboratories, simulation labs, and clinical facilities such as hospitals or long-term care centers. Each setting requires adherence to appropriate safety, infection control, and confidentiality standards.
- ◆ **Travel:** Travel between the college's campuses and clinical sites is required. Personal transportation and a valid driver's license are necessary.
- ◆ **Schedule:** Standard college hours are expected; however, flexibility is required to accommodate evening, weekend, or clinical assignments as scheduled by the Nursing Program Director or Dean of Health Sciences.
- ◆ **Interaction:** Regular collaboration with students, faculty, healthcare professionals, and administrative staff is essential. The instructor must maintain positive working relationships and serve as a professional role model within both academic and clinical environments.

Reviewed by: HR Manager

Employee Name:

Employee Signature

Date