



Job Classification Description

**Clinical Associate/Nursing Program/VTC
VSC UP – PAT BARGAINING UNIT**

**Grade 12
Exempt
Full Time**

BASIC FUNCTION

Supervises practical application of theory in assigned clinical setting. Demonstrates nursing care and procedures. Contributes to determination of daily student assignments in the clinical unit with review by the Site Director. Conducts pre and post-conferences with students. Refers unusual and complex problems to the Site Director. Directs students to Site Director or designated health officer to handle health needs. Completes student evaluations. Attends scheduled faculty and in-service meetings for professional organizational functions. Attends school graduations.

CHARACTERISTIC DUTIES & RESPONSIBILITIES

- Demonstrate knowledge of bedside nursing care skills and acute care nursing care skills.
- Supervise students in the clinical or laboratory setting.
- Complete daily evaluation of student performances.
- Provide input regarding progress of students in clinical setting to the Site Director.
- Report any tardiness, absences, safety issues to Site Director.
- Review and abide by student handbook policies.
- Review clinical evaluation tools prior to, and ongoing through clinical course.
- Reports any health concerns of students to designated individual (health officer).
- Assist in preparing nursing arts laboratory for student demonstration of basic nursing skills.
- Supervise students during practice and return demonstrations of basic nursing skills in nursing arts laboratory.
- Attend in service meetings at clinical agencies.
- Arrange own orientation to clinical agencies assigned with nursing students.
- Orient nursing students to clinical agencies assigned.
- Communicate effectively with students, staff and faculty.

July 29, 2003

Clinical Associate/VTC

- Refers students for counseling needs to Site Director as appropriate.
- Identify educational, policy and procedure resources for students in the clinical setting.
- Remain current with new developments in nursing and nursing education.

SUPERVISION EXERCISED

None.

SUPERVISION RECEIVED

Receives supervision from the Nursing Site Director.

MINIMUM QUALIFICATIONS

Masters degree in Nursing preferred. Two years of professional nursing experience which may include one as a general staff nurse in an accredited hospital, an accredited nursing home, or as a full-time teacher in a formal program of nursing education. One of the two years should be within the last five years.

- Active Vermont RN licensure at time of employment with no sanctions nor restrictions required.
- Must have professional liability insurance coverage.
- Ability to endure considerable walking, standing and lifting while instructing/supervising students.
- Ability to establish and maintain effective working relationships.
- Ability to communicate effectively both orally and in writing.

This general outline illustrates the type of work which characterizes the job classification. It is not an all-encompassing statement of the specific duties, responsibilities and qualifications of individual positions assigned to the classification.