



## NA-1 Primary Instructor Weekends Part Time (Onsite)

**Caregiver Training Institute**, a division of Bryan University, offers programs in Nursing Assistant (NA-1), CNA-2, and Medication Aide training programs. Our programs are popular and tend to fill up quickly. Our classes are active learning environments filled with a variety of students from pre-nursing students to English language learners, as well as people from all walks of life. You will be making a huge impact on people entering the medical field and teaching quality of care to our future healthcare employees. This is a fun and rewarding job. You will find that many of your students want to become nurses. You are training the next generation of healthcare providers! **Recent graduates are not eligible to apply for this position due to OSBN regulations.**

**This is a part-time /on-site/weekends only teaching position for qualified applicants living in the state of Oregon.** The weekend classes total 77 hours and run for 6 weekends from 8:00am to 3:30pm (3 weekends of academic instruction and 2.5 weekends of skills labs). Please note that class times and days may vary with schedule revisions, holidays, etc. Classes are never scheduled on holidays and at times you have the day before and/or after the holiday off. We do not adhere to semester or terms like colleges do. Instead, we schedule our classes to run one right after the other, in a back-to-back format. This is a big part of the success of Caregiver Training Institute. **Schedules can be viewed on our website at: <https://cnatrainingoregon.com/>**

**Pay Range:** \$44-\$48 per hour DOE

### **Position Summary of the Part-Time Primary Instructor (NA-1) Instructor (Weekends):**

The Primary Instructor teaches the class, lab and clinicals to a cohort of up to 20 students. Most of the time this class will be kept to 10 students max, however it may go up to 20 during our higher enrollment period. We have classes in both the on-campus and hybrid (zoom) venue. Some of your students will be in a Zoom classroom during the class. Others will be in the classroom with you for the didactic portion (lecture, power points, discussion, etc.) of the program. The office coordinators prepare all paperwork, enroll students into the class, communicate with students before class begins about required items, dress code, the schedule and so much more. The instructors take attendance and teach the class materials. We have developed power point presentations for you to walk the students through the curriculum. We also have developed the syllabus, quizzes, and the final exam. You will have all resources at hand to help you guide and move the students through the program smoothly. During the lab rotation you may have a second instructor to assist with the skills practice and sign-off if the enrollment is above 10 students. Once the students have completed this part of the program and passed the final exam they go into the clinical rotation. You will take 10 students only in the clinical with you and, if enrollment is above 20 another clinical instructor would take the other

cohort. This is according to the Oregon State Board of Nursing regulations for the program ratio of students to instructors.

**Responsibilities of the Part-Time Primary Instructor (NA-1) Instructor (Weekends):**

- Provide a quality training environment for the learners to be informed and absorb the materials each day.
- Present a professional attitude about the medical field and nursing as a profession.
- Present materials in an organized and concise way, leading discussions, answering questions, proctoring tests, and helping to develop the student into a quality-trained caregiver for their position as a CNA in Oregon. This includes discussion on regulations of the Oregon State Board of Nursing as well as the Oregon Health Authority.
- Demonstrate skills in the lab setting and work with students to learn these important steps for providing quality care to their patients and residents.
- Complete documentation as required.
- Offer professional insight during all conversations with students.
- Enforce the policies of the school, this may include counseling of the students, documentation of infractions, and potentially dismissing a student from the class the day and referring them to the Program Director. Instructors do not terminate students from their programs.
- Follow a cohort of students in the clinical rotation and complete their training in that setting, assigning students to work with staff CNAs, observe, coach, and mentor students through the processes of giving care to our elderly residents, and emulate a professional standard in the facility training setting.

***We will provide thorough training and will be in a full class before you are allowed to teach unless you have taught this program at another school or facility.*** We are looking for nurses who have multiple skill sets and are seasoned in the nursing profession. You will be expected to act in a professional manner, exercise patience with the students at all times, as well as explain the curriculum content effectively and demonstrate all skills to the students.

**Preference will be given to those nurses who:**

- Have been previously approved as an instructor through the OSBN, or
- Have experience training adults in a formal educational setting.

**Instructors should also have:**

1. An understanding of the role of the CNA as well as their authorized duties, and
2. Ability to work with all students and meet their needs as well as take the cohort though the entire program and all materials.

**You will be expected to:**

- Provide a quality training environment for the learners to be informed and absorb the materials each day.
- Present a professional attitude about the medical field and nursing as a profession.

- Present materials in an organized and concise way, leading discussions, answering questions, proctoring tests, and helping to develop the student into a quality-trained caregiver for their position as a CNA in Oregon. This includes discussion on regulations of the Oregon State Board of Nursing as well as the Oregon Health Authority.
- Demonstrate skills in the lab setting and work with students to learn these important steps for providing quality care to their patients and residents.
- Complete documentation as required.
- Offer professional insight during all conversations with students.
- Enforce the policies of the school, this may include counseling of the students, documentation of infractions, and potentially dismissing a student from the class the day and referring them to the Program Director. Instructors do not terminate students from their programs.

**Preference will be given to those nurses who:**

1. Have been previously approved as an instructor through the OSBN or
2. Have experience training adults in a formal educational setting or
3. If you have not taught before in a formal classroom setting or for the nursing assistant program, you will need to attend a ***Train-the-Trainer*** program online for about 4-5 hours and obtain the certificate for the OSBN approval to teach in the programs. **Instructors should also have:**
  - An understanding of the role of the CNA as well as their authorized duties, and
  - Ability to work with all students and meet their learning needs.

**Requirements of the Part-Time Primary Instructor (NA-1) Instructor (Weekends):**

To be considered for this position you must be an RN with a current unencumbered license to practice in Oregon. We prefer nurses with experience in the LTC skilled nursing facility settings. Per OSBN regulations, nursing assistant instructors must have at least **ONE (1) YEAR of FULL-TIME** experience as a licensed nurse.

- Nursing: 1 year (Required)
- Active RN license in Oregon (Required)
- Teaching adult classes: 1 year (Preferred)
- Ability to work in a collaborative environment
- Demonstrated proficiency in navigating through a PC
- Ability to sit or stand in a classroom setting for four to six hours

*Caregiver Training Institute, a division of Bryan University, is an Equal Opportunity Employer and embraces diversity as a critical step in ensuring employee, student, and graduate success. We are committed to building and developing a diverse environment where a variety of ideas, cultures and perspectives can thrive.*