



NA-1 Travel Instructor (Part Time)

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 Travel Instructor teaching position for qualified applicants living in the state of Oregon. This position is based at an off-campus facility that has its own cohort of students that consists of labs and clinicals during day classes. Labs are generally held from 7:30am to 3:00pm (this can be adjusted to 8-4pm if needed). Clinicals are done from 6:30am to 2:30pm. Labs are 5 days and clinicals are 6 days. Please note that class times and days may vary with schedule revisions, holidays, etc. The travel instructor will administer the final exam = 12 days total with driving before and after the start date and end date. The travel drive time pay from the school campus to the remote facility and back is \$30/hr. A meal stipend and stay at a local hotel for the duration of the labs and clinicals is also provided. Classes are offered on the Oregon Coast. If a you live in the Portland-Metro area you can also be approved to teach in CTI on campus skills labs and clinical rotations at local facilities for CTI's regularly scheduled classes.

Schedules: 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/>**

Position Summary of the Part time Travel Instructor:

As the Travel Instructor you are in the classroom giving lectures, showing the videos, going through PowerPoint presentations, and guiding students through the curriculum requirements. In labs, you will demonstrate skills to the students, give scenarios for them to practice the skills with, and guide and coach them on the skill steps in preparation for the OSBN board exam. You will be trained in the program, given the tools to teach the curriculum and associated required items. You will coach and mentor your students in preparation for their entry into the medical field. In clinicals, you will assign the students to work with facility staff CNAs, assign duties and skills to practice and sign the students off on their skills. You will seamlessly mesh in with CNA

staff, demonstrate and work alongside the NA-1 students, document attendance, skills, and any other necessary items such as counseling and discipline.

Responsibilities of the Part time Travel Instructor:

The Travel Instructor teaches the class and lab to a cohort of up to 20 students. During the slower enrollment period you may be assigned to teach in the clinical setting. 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 labs you will have an additional lab instructor when the class enrollment is over 10 students. The lab instructor is there to help you with teaching the skills, set-up and break-down of the lab areas, documentation, and assisting you as required.

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 PowerPoint 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.

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.

You will have 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, explain curriculum content effectively, and demonstrate all required skills to students.

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 Travel Instructor:

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.

- RN nursing: 1 year (Required)
- Active RN License in Oregon (Required)
- Previous experience with a NA-1 training program
- Ability to work in a collaborative environment
- Demonstrated proficiency in navigating through a PC
- Ability to sit or stand in a classroom setting for six to eight hours
- Reliable transportation and the ability to travel

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.