Position Title: **Associate Degree Nursing (ADN) Faculty** *(2 positions)*  
Reports to: **Dean of Nursing**

<table>
<thead>
<tr>
<th>Department: <strong>Nursing</strong></th>
<th>FLSA Status: <strong>Non Exempt</strong></th>
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<tbody>
<tr>
<td>Classification: <strong>Regular Full Time</strong></td>
<td>Benefit Eligible: <strong>Yes, Full Time Benefits</strong></td>
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<tr>
<td>SOC Code: <strong>25-1072</strong></td>
<td>Last Updated: <strong>8/6/2015</strong></td>
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<tr>
<td>Location: <strong>Keshena Campus</strong></td>
<td>Posting Status: <strong>2nd Posting - Open to All</strong></td>
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<tr>
<td>Grant Funded: <strong>Not Grant Funded</strong></td>
<td>Application Deadline: <strong>Open until filled</strong></td>
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**Position Summary:** A College of Menominee Nation Associate Degree Nursing Faculty is responsible for the management and operation of the Associate Degree Nursing Program curricula. Associate Degree Nursing Faculty should have the ability to teach and evaluate didactic content, instruct and evaluate basic nursing skills, and teach and evaluate nursing students in the clinical area. Faculty rank will be assigned by the Dean of Nursing and based on policy. Each faculty member is expected to abide by and promote the mission, philosophy, framework, and policies of the College of Menominee Nation and the Nursing and Health Careers Program.

**Position Responsibilities & Duties:**
- Provides effective program, classroom, and clinical learning opportunities.
- Teach assigned courses in the Associate Degree Nursing Program selecting appropriate methods and learning activities.
- Directs learning activities in the classroom, laboratory and clinical settings.
- Evaluates academic and clinical practice competencies of students to determine achievement and progress.
- Interact with care team members in cooperating health care agencies to facilitate student learning and provide quality patient care.
- Supports the Associate Degree Nursing Program curriculum and participates in the evaluation of program effectiveness and achievement of program outcomes.
- Participates in self and policy evaluations.
- Provides service to the college, profession, and community at large.
- Serves as an academic advisor.
- Participates in the recruitment and retention of students in the Associate Degree Nursing Program.
- Participates in academic and student life activities.
- Serves on College of Menominee nation committees and professional and/or community committees.
- Participates in accreditation and assessment processes.
- Serves the community by participation in professional and health activities in area of expertise.
- Participates in research and/or scholarly activities.
- Plans and meets goals for professional development.
- Contributes to the advancement of nursing knowledge and expertise.

**Minimum Qualifications**—To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
• Master's Degree with a major in nursing or higher.
• Experience commensurate with area of teaching responsibility.
• At least 2 years of full-time or equivalent direct care experience as a practicing nurse.
• Must be employed in nursing within the last five years.
• Current license to practice Registered Nursing in the State of Wisconsin.
• Current CPR at Care Provider Level

**Desired Qualification:**
• Certified Nurse Educator through the National League for Nursing preferred.
• Teaching experience preferred.

**Reporting to this Position:** No Direct Reports

**Physical Demands & Work Environment:**
Physical demands are classified as Choose an item.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Performs teaching or instructing functions-Constant
- Exposure to office/class room environment- Frequently
- Exposure to shop or maintenance environment - Never

**Tools & Equipment Used:** General office equipment such as scanners, copy, fax, print machines, PC, telephone, projectors, etc.
A complete application includes:

- Letter of interest
- Current Resume
- Completed CMN application form (available under job opportunities at www.menominee.edu)
- Copy of all college level transcripts (official transcripts required if hired)
- Three professional letters of reference
- Copy of valid WI driver license
- Proof of any certificates or training
- Please provide:
  - Proof of Tribal enrollment status
  - Proof of Menominee language skills – Must provide certificate from MLCC, high school or college transcripts, Language table/training documentation or written determination from Director of MLCC
  - Proof of honorable or general military discharge paperwork

It is not the responsibility of CMN to notify you of missing pieces. Incomplete application packets will not be considered.

Send completed application materials to:
College Of Menominee Nation
Human Resources
P.O. Box 1179
Keshena, WI 54135.

Posting is open until filled with preference given to complete applications Received by August 19, 2015.

NOTE: Pre-employment drug testing is part of the hiring process.
EOE/MITW 82-10