Position Title: **Adjunct Nursing Faculty/TPN**  
Reports to: **Dean of Nursing**

**Position Summary:** A College of Menominee Nation Adjunct Nursing Instructor is a part of the faculty team responsible for delivery of a specific curricula for students enrolled in the Technical Diploma Nursing Program. The Adjunct Nursing Instructor will have the necessary skills and experience to instruct, evaluate basic nursing skills, and evaluate nursing students in the classroom, skills practice lab and clinical area the the Technical Practical Nurse (TPN) level of training. 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:**
- Provide effective clinical learning opportunities in assigned clinical sites, following written objectives and outcomes for specific didactic and clinical courses in the TPN program
- Direct learning activities in the classroom, skills lab and clinical settings
- Evaluate 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 as appropriate

**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.

- Must have a Bachelor's degree or higher with a major in nursing
- Must have experience commensurate with area of teaching/clinical supervision responsibility
- Must have at least 2 years full time or equivalent direct care experience as a practicing nurse
- Must be employed in nursing within the last 5 years
- Must have current State of Wisconsin Registered Nurse license
- Must have current CPR
- Must have valid Wisconsin Driver's License

**Desired Qualification:**
- Be a Certified Nurse Educator through the National League for Nursing
- Experience teaching

**Reporting to this Position:** no direct reports

**Physical Demands & Work Environment:**
Template Last Revised 11/27/2013
Physical demands are classified as Moderate - lifting no more than 50 pounds at a time with frequent lifting or carrying of objects weighing up to 25 pounds.

**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 - Occasionally

**Tools & Equipment Used: Double Stethoscope**

In addition: Occasional exposure to infectious waste through contact and care of patients in affiliated clinical agencies

Rare exposure to hazardous materials through contact with office equipment

May be exposed to a variety of stressful situations and physical exertion involved in the clinical supervision of equipment

Must be able to perform technical procedures and fine work associated with nursing care

Normal visual acuity and the ability to discriminate noise is required or compensated
APPLICATION PROCESS

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 if applicable:
  ✓ 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

NOTE: Pre-employment drug testing is part of the hiring process.

EOE/MITW 82-10