

RADIOLOGICAL SCIENCES FACULTY/CLINICAL COORDINATOR

North Central State College is accepting applications for a full-time Radiological Sciences Faculty/Clinical Coordinator starting Spring semester, 1/11/2020.

Essential duties/responsibilities include but are not limited to the following:

Faculty responsibilities:

- Maintains minimum of 15 credit/18 contact hours of classroom, clinical and/or laboratory instruction per term and reflects a 40-hour workweek.
- Meets with all classes as scheduled and provides the full component of instruction.
- Provides appropriate assistance and supervision to students in all classrooms, clinicals and/or laboratories.
- Delivers instruction based on the learning objectives and course outcomes found in the official College syllabus.
- Develops and maintains appropriate course materials to be distributed to students.
- Maintains current knowledge and skills in the faculty member's discipline and in teaching strategies.
- Holds at least four (4) office hours per week for student consultation and advisement.
- Maintains accurate academic records for all students.
- Maintains accurate attendance records for all students.
- Reports attendance information, midterm deficiencies, and final term grade to the Student Records Office in the manner and by the dates specified.
- Operates within the organizational structure and policies of the College.
- Attends departmental, divisional, and professional development meetings and other College activities as required.
- Attends graduation ceremonies and assists as requested.
- Assists the divisional Dean, Assistant Dean, Program Director and/or Program Coordinator in maintaining an inventory of appropriate educational supplies and equipment.
- Maintains proper housekeeping and safety rules in classrooms, clinicals and/or laboratories.
- Maintains security of College property.
- Serves on College committees.
- Performs community service including serving on and working with community organizations, area agencies, and /or advisory committees.
- Maintains proper housekeeping, safety, and security in classrooms, clinicals and/or laboratories.
- Assists in maintaining appropriate educational supplies and equipment classrooms, clinicals and/or laboratories.
- Maintains professional relationships with students, peers, and staff to promote competence, education, and training related to program.

Clinical Coordinator responsibilities:

- As academic clinical coordinator, works with program director to ensure that clinical, fieldwork or practicum experiences are implemented and evaluated for effectiveness according to the program's accreditation standards. The academic clinical coordinator is responsible for NCSC's program compliance with clinical, fieldwork and or practicum requirements as outlined within program accreditation standards.

Qualifications:

Education: Bachelor's degree required

Experience: Two years of professional experience and one year of experience as an instructor in a JRCERT accredited program; and current Ohio certification. Meet minimum criteria as established by Joint Review Committee on Education in Radiologic Technology (JRCERT).

We offer a competitive wage and benefit package that includes health/dental/vision insurance, state retirement system, tuition remission, and much more.

You may apply online at: www.ncstatecollege.edu, click on Jobs

or

Submit a letter of application and résumé to:
NORTH CENTRAL STATE COLLEGE
Attention: Human Resources
2441 Kenwood Circle
Mansfield, OH 44906

Resumes will be reviewed beginning 10/5/20 and until filled