# Autry Technology Center
## Practical Nursing Clinical Instructor (271)

## JOB POSTING

### Job Details

*Title* **Practical Nursing Clinical Instructor**

*Posting ID* **271**

*Description*

**Salary: $70,000 to $75,000 (depending on experience)**
**Hours: 40**
**Clinicals: 8 hours per day; days & times vary by week**

**Generous leave: Annual, personal, sick and floating holiday.**
**Secure your future with a district paid retirement plan.**
**Prioritize your wellness with our district paid health and dental plan for employees.**

Experience: Minimum of two years full-time equivalent practice as a Registered Nurse in a clinical setting within the last five years. Proficiency in curriculum design, supervision, instruction, evaluation, and academic advising preferred.

Certification: Valid license to practice as a Registered Nurse in the State of Oklahoma.

Education: Associate degree in Nursing required. Bachelor's degree in nursing (BSN) preferred. BSN must be obtained within five years of employment. Must take a minimum of six credit hours per calendar year.

PRIMARY FUNCTION: Responsible for the clinical and classroom instruction, operation, and general development for the Practical Nursing program.

DIRECT SUPERVISOR: Practical Nursing Program Coordinator and Director of Full-Time Programs-Business & Health

CONTRACT: 12 Month

CLASSIFICATION: Exempt

SAFETY SENSITIVE: Yes

TRAVEL: Clinicals

MAJOR DUTIES & RESPONSIBILITIES:

1. Coordinate and schedule clinical experiences for students at clinical facilities.
2. Collaborate with clinical facilities in integrating classroom and clinical experiences.
3. Consult with nursing supervisors and supplement classroom teaching with practical experience in the various clinical facility departments.
4. Enforce the standards and qualifications of practical nurses as stated by the Nurse Practice Act.
5. Communicate with Practical Nursing program staff and direct supervisor(s) as needed.
6. Adhere to Oklahoma Criteria for Effective Teaching and Standards of Performance & Conduct for Teaching in the delivery of Practical Nursing program curriculum/instruction.
7. Responsible for program and clinical instruction, operation, and general development of the Practical Nursing program.
8. Maintain accurate and current gradebook and attendance as well as progress reports to Student Services on a weekly basis.
9. Responsible for the development and implementation of a strategic plan with short- and long-term goals to meet the goals of the practical nursing industry.
10. Effectively utilize an Advisory Committee. A minimum of one advisory committee meeting per year required.
11. Prepare and submit to direct supervisor a list of budgetary needs for the Practical Nursing program annually.
12. Monitor expenditure of school funds in accordance with the adopted budget and the school code to purchase instructional supplies and equipment.
13. Maintain accurate inventory records and closely monitor use of inventory items in the Practical Nursing program to prevent loss, damage, or theft.
14. Keep all areas of the Practical Nursing classroom/lab in a safe and orderly manner.
15. Instruct students and practice daily the proper use, care, and safety of equipment, materials, supplies, furniture, and facilities.
16. Actively promote and engage in student recruitment for the Practical Nursing program.
17. Promote and coordinate the placement of students in realistic training/job shadowing, supervised work experiences, full-time employment, and/or continuing education.

18. Keep apprised of and incorporate instructional/technological changes in the industry to include laws, regulations, statutes, rules, and policies affecting the Practical Nursing program.
19. Actively engage and maintain working relationship between the Practical Nursing program, Autry Technology Center Workforce Development staff, and businesses/industries in the field.
20. Sponsor/co-sponsor CTSO organization as an integral part of the program and encourage students to become actively involved in CTSO and/or any other student activities.
21. Coordinate with Marketing Department to keep the public informed regarding activities and successes of the Practical Nursing program.
22. Encourage and prepare students to take industry-related certification tests.
23. Prepare and actively participate in the accreditation/evaluations of the Practical Nursing program.
24. Participate in annual evaluation of his/her own performance with supervisor.
25. Assist in upholding and enforcing the policies and procedures of the Autry Technology Center Board of Education.
26. Assist in identifying, preparing, evaluating, and disseminating information to Autry Technology Center administration as requested.
27. Prepare and submit reports and other documents as required by Autry Technology Center, the Oklahoma Department of Career and Technology Education, and other accrediting agencies.
28. Attend faculty/staff meetings, professional development, and other school meetings/functions which are required.
29. Promote positive morale within Autry Technology Center and demonstrate the ability to work with people.
30. Establish and maintain effective communication with staff, students, and high school parents/guardians.
31. Maintain professional competence through participation in professional, educational, and leadership activities.
32. Dress in an appropriate and professional manner.
33. To ensure continuity of services, remote work may be necessary in the event of a health crisis or disruptive situation that requires the closing of school and/or office buildings. An employee's eligibility for remote work will be determined by the Superintendent or designee. Expectations and guidelines for remote work will be distributed by the employee's supervisor based on his/her role and responsibilities.
34. Perform other duties as assigned.

PHYSICAL FACTORS:

1. Physical elements include bending, stooping, kneeling, pushing, pulling, reaching, handling, finger dexterity, feeling, learning, hearing, near acuity, far acuity, depth perception, accommodation, color vision, field of vision (naturally or with correction), isolation, close areas, good eye-hand coordination, full use of arms and legs.
2. Perform under stress when confronted with emergency, critical, unusual, or dangerous situations, or situations in which working with speed and sustained attention are critical aspects of the job.
3. Must be able to show proof of good health and have proof of all vaccinations required at all clinical sites.

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| *Shift Type* | **Full-Time** |
| *Salary Range* | **$70,000.00 - $75,000.00 / Per Year** |
| *Location* | **Autry Technology Center** |

## Applications Accepted

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| *Start Date* | **10/14/2026** |

## Job Contact

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| *Name* | **Amy McBroom** | *Title* | **HR Manager** |
| *Email* | **amcbroom@autrytech.edu** | *Phone* | **580.242.2750** |