INDIAN RIVER STATE COLLEGE
ADJUNCT FACULTY POSITION DESCRIPTION

I. POSITION TITLE: Adjunct Instructor

II. DISCIPLINE: Respiratory Care

III. LOCATION: Hospitals in Vero Beach and/or Fort Pierce

IV. SUPERVISOR: Jane Cebelak, Associate Dean of Health Science

V. VICE PRESIDENT: Alan Roberts, Ed.D., Vice President, Applied Science and Technology

VI. CLASSIFICATION: Part Time Faculty

VII. SUPERVISORY: No

VIII. FLSA STATUS: Exempt

A. QUALIFICATIONS, KNOWLEDGE AND SKILL REQUIREMENTS:

The qualifications and skill requirements for this position include a minimum of an Associate in Science degree, Credentialed as a Registered Respiratory Therapist (RRT) by the National Board for Respiratory Care (NBRC), and licensed as a Registered Respiratory Therapist by the State of Florida, Department of Business and Professional Regulation. This position requires current knowledge and clinical skill in the field of respiratory care. All instructors must meet the appropriate credentialing requirements for the Southern Association of Colleges and Schools (SACS).

B. ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES:

The essential job functions and responsibilities of this position include, but are not limited to:

1. Instruction in classroom or skills laboratory or supervision of students in hospital clinical rotations for the Respiratory Care courses.
2. Demonstration of safe patient management, professional behavior and sound judgment.
3. Demonstration of current knowledge and technical expertise in field of respiratory care.
4. Demonstration of oral and written communication skills and team work.

C. SPECIFIC DUTIES AND RESPONSIBILITIES:

The specific duties and responsibilities for this position may include, but are not limited to:

1) Instructing courses including lecture, laboratory, and/or clinical rotations to meet the overall course objectives and program goals.
2) Overseeing the preparation, assignment, and supervision of students while on clinical rotations.
3) Evaluating student progress using multiple teaching methodologies, and maintaining accurate student records.
4) Supporting student success through counseling, advising, and assisting individual students.
5) Maintaining positive communication with affiliating health care agencies.
6) Participating in department, division, and college adjunct faculty meetings.
7) Maintaining equipment and supplies on assigned campus(es).
8) Participating in professional development activities to enhance professional knowledge and skill.
9) Performing other duties and responsibilities as assigned.
D. ESSENTIAL PHYSICAL SKILLS:

This position requires an ability to sit, stand, walk, bend, lift, reach up, and stoop. This position also requires sufficient eyesight to observe patients, manipulate equipment and evaluate procedural results; sufficient hearing to assess patient needs and communicate verbally with students and other health care providers; sufficient verbal and written skills to communicate needs promptly and effectively in English; sufficient gross and fine motor coordination to respond promptly to the patient’s needs, manipulate equipment, lift a minimum of 30 pounds, participate as a team member of four in moving a 150 pound incapacitated patient, and ensure overall patient safety. It also requires manual dexterity to operate standard office machines, such as, copier, fax, calculator, telephone, and other equipment as necessary. IRSC expects its employees to follow proper safety standards while employed by the College.

This description is intended to indicate typical kinds of tasks and levels of work difficulty that will be required of positions given this title and shall not be construed as declaring every specific duty and responsibility of the particular position. This job description is not intended to be a contract for employment, and the employer reserves the right to make any necessary revisions to the job description at any time without notice.

Please sign and date this document. This fully executed job description becomes evidence of sufficient job requirement disclosure and acceptance and is incorporated into permanent record. A copy of an executed job description must accompany any single position application notice and/or set of application materials.

________________________________   ______________________________________   ____________
Applicant/Employee’s Printed Name   Applicant/Employee’s Signature   Date