



Director of Associate of Science Nursing (ASN) Program

CAMPUS: Valdosta, Coffee, & Ben Hill-Irwin
Campuses

STATUS: Full-time

POSTING TYPE: Regular Posting

The Director of ASN program shall assume authority and responsibility for the development, administration, planning, implementation, and evaluation of the nursing education program to include generic and bridge program options on various campus locations. The program director is responsible for executing the program standards of an ACEN accredited ASN program of study to include classroom instruction, clinical instruction, identifying appropriate resources and teaching methods, and evaluating students' progress in attaining goals and objectives, as well as coordination, development, maintenance, and revision of the program course schedule and currency of supplementary materials as needed. The program director ensures lesson plans meet requirements of TCSG program standards and program guides, and maintains and reviews up to date records and reports regarding student grades, attendance, work ethics, certification, licensure results, and other required documents and outcomes. The program director acts as immediate supervisor to the assigned program faculty and is responsible for the smooth and effective operation of the department programs and personnel. Additionally, the program director assists with orientation of new program faculty, as well as evaluation of program faculty bi-annually and annually. The program director also maintains the overall department budget in compliance with Academic Affairs and Administrative Services regulations and ensures WGTC policies and procedures are implemented within the program. The program director is also expected to actively participate in Marketing/Retention efforts as outlined in the Faculty Handbook and coordinate departmental Advisory Committee meetings on a bi-annual basis.

Wiregrass Georgia Technical College seeks to recruit, hire, and retain faculty and staff who display a willingness to support students of underrepresented gender and minority groups, as well as students with disabilities. All employees of the college are required to participate fully in the realization of equity in recruitment, enrollment, retention, graduation, and placement of students enrolled or who seek to become enrolled in programs at the college, with a special emphasis on nontraditional program participants.

Reasonable Accommodations Statement: To perform the duties of this position successfully, the incumbent must have the appropriate work experience, hold the appropriate certification and credentials, and be able to perform each key position duty satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Please contact humanresources@wiregrass.edu to request accommodations.

SUMMARY OF WORKING CONDITIONS

- Equipment Used: Standard office equipment, Various types of advanced in-field equipment as required by academic program and accreditation standards.
- Working Conditions: Category I - High probability of exposure to hazardous chemicals/pathogens. Probability of working beyond the normal shift, but not frequently. Periodic travel between major Wiregrass campuses and satellite sites.

MINIMUM QUALIFICATIONS

The successful candidate must have at least one (1) earned Master's degree in Nursing from an accredited RN program and accredited college or university and at least three (3) years of teaching experience in a nursing education program leading to initial registered nurse licensure or completion of a higher degree in nursing. The successful candidate must have an active, unencumbered Georgia registered nursing (RN) license.

PREFERRED QUALIFICATIONS

In addition to meeting all other minimum qualifications, the highly desired candidate will possess one or more of the following: Preferred qualifications include experience as a program director for an accredited nursing program and/or experience with ACEN accreditation standards and criterion to include expertise in continuing accreditation processes.

SALARY/BENEFITS

Salary is commensurate with education and experience. This position is full-time and includes standard State of GA benefits such as leave accrual, options for health & other supplemental benefits, and retirement. This position may qualify the successful candidate for the Public Service Loan Forgiveness Program. *This position is funded in whole or in part by State/Local/Tuition funds.*

BACKGROUND INVESTIGATIONS

Pursuant to college policy, a thorough background investigation, including a criminal history records check and employment history reference checks will be performed for all candidates offered employment. Other checks such as Motor Vehicle Records may be conducted for any candidate receiving an offer, as well as internal candidates prior to being promoted or transferred into a position with the college. **Other Required Tests: During the course of employment, incumbents in this position may be required to supervise students at an external clinical site or other medical facility as a condition of employment. Based on this assignment, the incumbent may be required to undergo and receive a negative finding/result on a ten (10) panel drug test BEFORE placement.**

Should a candidate be chosen for a 2nd interview, references which support prior work history and employment experience will be contacted. Please note that some employers charge a processing fee to complete employment verifications. If a former employer requires payment to complete employment verification forms, this fee must be paid by the candidate. For positions requiring official transcripts, the candidate will be responsible for ordering and payment for these transcripts. Wiregrass is responsible for payments for criminal history searches, MVR searches, credit checks, and other items listed in the required tests portion above.

APPLICANT INSTRUCTIONS/INFORMATION

Application Deadline: Thursday, November 28, 2024 or Until Filled

All application packets MUST be completed via the Online Job Center at <https://www.wiregrass.edu/about/employment>. As a part of the application process, interested candidates may also be required to upload other documents such as a resume, transcripts, etc (see job center listing for more details). This posting will be removed from the Online Job Center on the date posted above. For more information regarding this position or application instructions, please contact the Human Resources Office at (229) 333-5356 or humanresources@wiregrass.edu.

EQUAL OPPORTUNITY EMPLOYER STATEMENT

As set forth in its student catalog, Wiregrass Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). Any violation or questions may be directed to: Shalonda Sanders, Title IX Coordinator (all campuses), Associate Vice President for Human Resources, Valdosta Campus, Brooks Hall, Room Rm. 548, (229) 333-5356 or shalonda.sanders@wiregrass.edu; OR Katrina Royal, Student ADA Section 504 Coordinator (all campuses), Special Populations and Tutoring Services, Valdosta Campus, Berrien Hall, Room 100, (229) 333-2100 ext. 1236 or katrina.royal@wiregrass.edu *student ADA student disability claims only. Telephone numbers are accessible to persons who are deaf or hard of hearing through the Georgia Relay by dialing 711 or 1-800-255-0056 from a TTY/TDD.