



Job Title: Nursing Skills Lab Facilitator

CLASSIFICATION DESCRIPTION

Department: Nursing

Pay Grade: 110

FLSA Status: Exempt

Remote Work Eligible: No

JOB SUMMARY

This position assists with the coordination of the skills lab in teaching students by: providing simulations; furnishing training in using the lab to end-users; and collaborating with faculty in creating learning activities to achieve nursing objectives on an individual and group basis in clinical and College laboratories.

DISTINGUISHING CHARACTERISTICS

N/A>

ESSENTIAL JOB FUNCTIONS

- Provides instruction in simulation and skills lab to assigned students.
- Assists with the coordination of utilization of the skills lab, including the scheduling of students and staff for the spaces.
- Prepares and provides clinical simulation scenarios for students and faculty using high and medium fidelity simulators; identifies, troubleshoots, and resolves technical issues in the simulation center.
- Conducts evaluation of student mastery of skills taught in the labs utilizing established rubrics and/or checklists.
- Organizes and implements clinical skill workshops; proctors standardized tests according to the designated protocol.
- Maintains confidentiality of information regarding student and employee personal information, student grades, etc. both during and after employment with the College.
- Maintains inventories of equipment, supplies, and materials; notifies appropriate party when repairs are needed.
- Keeps a record of activities undertaken in the lab.
- Helps to ensure the lab meets Florida Department of Health standards and maintains appropriate documentation as necessary.
- Participates in the budgetary process.
- Attends College of Nursing faculty/staff and other committee meetings as scheduled.
- Performs other duties as assigned.

Prepared: February 2023

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS

Bachelor's degree; four (4) years of related work experience; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Nursing education curriculum;
- Customer service principles;
- Diverse populations and cultures;
- Nursing Accreditation principles;
- Budgeting principles;
- Applicable federal, state, and local laws, rules, regulations, codes, and/or statutes;
- Testing procedures and policies;
- Recordkeeping principles; and
- Computers and related software applications.

Skills in:

- Communicating, both verbally and in writing;
- Developing and delivering presentations;
- Compiling data;
- Analyzing processes, programs, and procedures;
- Coordinating activities and/or programs;
- Coordinating program scheduling;
- Providing customer service;
- Maintaining records;
- Preparing reports;
- Monitoring budgets;
- Using a computer and related software applications; and
- Communication (written and verbal), interpersonal skills as applied to interaction with students, coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to give and receive work direction.

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Ability to:

- Use instructional and simulation technology;
- Interpret and apply applicable standards, laws, rules, and regulations; and
- Make recommendations for improvement.

CERTIFICATION, LICENSE AND SPECIAL REQUIREMENTS

Registered Nurse (RN) License (for Florida).

PHYSICAL DEMANDS

This work typically requires the following physical activities to be performed. A complete description of the activities below is available upon request from Human Resources.

(X = Required to perform essential job functions)

Physical Activities		Physical Activities	
Balancing – maintain equilibrium to prevent falling while walking, standing, or crouching.		Pushing – use upper extremities to press against objects with force, or thrust forward, downward, outward.	X

Climbing – ascending, descending ladders, stairs, ramps, requires body agility.		Reaching – extending hands or arms in any direction.	<u>X</u>
Crawling – moving about on hands, knees, or hands, feet.		Repetitive Motion – substantial movements of wrists, hands, fingers.	<u>X</u>
Crouching – bending body forward by bending leg, spine.	<u>X</u>	Speaking – expressing ideas with spoken word, convey detailed, important instructions accurately, concisely.	<u>X</u>
Feeling – perceiving attributes of objects by touch with skin, fingertips.		Standing – for sustained periods of time.	<u>X</u>
Fingering – picking, pinching, typing, working with fingers rather than hand.	<u>X</u>	Stooping – bending body downward, forward at waist, with full motion of lower extremities and back.	
Grasping – applying pressure to object with fingers, palm.		Talking 1 – expressing ideas by spoken word.	<u>X</u>
Handling – picking, holding, or working with whole hand.	<u>X</u>	Talking 2 – shouting to be heard above ambient noise.	
Hearing 1 – perceiving sounds at normal speaking levels, receive information.		Visual Acuity 1 – prepare, analyze data, transcribing, computer terminal, extensive reading.	<u>X</u>
Hearing 2 – receive detailed information, make discrimination in sound.	<u>X</u>	Visual Acuity 2 – color, depth perception, field of vision.	<u>X</u>
Kneeling – bending legs at knee to come to rest at knees.	<u>X</u>	Visual Acuity 3 – determine accuracy, neatness, observe facilities/structures.	
Lifting – raising objects from lower to higher position, moving objects side to side, using upper extremities, back.	<u>X</u>	Visual Acuity 4 – operate motor vehicles/heavy equipment.	
Mental Acuity – ability to make rational decisions through sound logic, deductive reasoning.	<u>X</u>	Visual Acuity 5 – close acuity for inspection of small defects, machines, use measurement devices, or fabricate parts.	<u>X</u>
Pulling – use upper extremities to exert force, haul or tug.	<u>X</u>	Walking – on foot to accomplish tasks, long distances, or site to site.	<u>X</u>

TYPE OF WORK

Work performed is primarily:

- Sedentary work*: Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body.
- Light work*: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force to move objects.
- Medium work*: Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Heavy work*: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
- Very heavy work*: Exerting in excess of 100 pounds of force occasionally and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects

WORK ENVIRONMENT

May be required to work hours other than the regular schedule including nights, weekends, and holidays.

This position requires regular and reliable attendance and the employee's physical presence at the workplace.

Work is performed in a dynamic environment that requires sensitivity to change and responsiveness to changing goals, priorities, and needs.

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions described herein. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in a job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in a job description.

St. Petersburg College has the right to revise a classification or job description at any time. This description does not represent in any way a contract of employment.