



**Illinois Department of Financial and Professional Regulation**  
**Division of Professional Regulation**



To have an open nursing faculty position displayed on the IDFPR/Illinois Nursing Workforce Center (INWC) website ([www.nursing.illinois.gov](http://www.nursing.illinois.gov)), please complete the form below and return to:

Linda B. Roberts, INWC Manager at [Linda.B.Roberts@illinois.gov](mailto:Linda.B.Roberts@illinois.gov).

**OPEN NURSING FACULTY POSITION POSTING\***

<b>NAME OF EDUCATIONAL INSTITUTION:</b>	<b>Lewis University</b>
<b>POSITION:</b>	<b>Co-Coordinator, Nursing Science Lab (Part-time)</b>
<b>RESPONSIBILITIES:</b>	<p>The College of Nursing and Health Sciences invites applications for a part-time Co-Coordinator of the Nursing Science Lab to provide quality support services as needed within the Nursing Science Labs to all nursing students and faculty.</p> <p>Additional Responsibilities</p> <ul style="list-style-type: none"> <li>• Assists with developing and maintaining procedures for: cleaning, storing and maintaining all clinical lab equipment; updating inventory of all clinical lab equipment and supplies; borrowing and returning of lab equipment. Responsible for running and care of simulators.</li> <li>• Assists with training and supervising graduate assistants in equipment preparation, maintenance, disinfection and cleaning, inventory, retrieval, and storage.</li> <li>• Communicates and maintains regular hours of student clinical skill practice with graduate assistants.</li> <li>• Communicates with lead instructors of all clinical pre-licensure courses and the Advanced Health Assessment course in Nurse Practitioner Program to identify needs.</li> </ul>

	<ul style="list-style-type: none"> <li>• Collaborates with program directors/coordinators and faculty to develop and submit lab equipment requests based on anticipated need of all nursing programs.</li> <li>• Assists with delivering concise reports of lab activity at all program meetings as requested.</li> <li>• Assists with completing yearly budget and inventory for each academic year. Orders and stores supplies.</li> <li>• Assists with developing and submitting written report of outcomes of all position responsibilities at the end of each academic year.</li> </ul>
<p><b>MINIMUM QUALIFICATIONS:</b></p>	<p>A BSN required, MSN preferred. The equivalent of two years of full time, current clinical nursing experience is required. Previous experience with simulated manikins or interest in professional development to increase knowledge of computerized simulation in the lab. Licensure as a registered professional nurse in the state of Illinois or eligibility for it with the application in process is required.</p>
<p><b>TO APPLY:</b></p>	<p>For a full description and to apply, visit <a href="http://jobs.lewisu.edu/postings/5295">http://jobs.lewisu.edu/postings/5295</a></p>