

TITLE: Assistant Professor of Nursing, Tenure-Track
LOCATION: Seminole State College – Seminole, OK
DEPARTMENT/DIVISION: Health Sciences Division
REPORTS TO: Nursing Program Director
CLASSIFICATION: Full-Time, Tenure-Track Faculty
SALARY: \$50,000-\$52,000

Why Join Seminole State College Nursing Faculty?

- **Work-Life Balance:** Enjoy approximately four weeks off at Christmas, one week at Spring Break, one week at Thanksgiving, and two days at Fall Break, plus most major holidays off and paid.
- **No more Weekends, or 12-Hour Shifts:** predictable schedule and academic calendar.
- **Academic Environment:** No bedside burnout—impact the next generation of nurses through teaching and clinical instruction.
- **Work Schedule:** August – May with 2 1/2 months off.

POSITION SUMMARY

The Assistant Professor of Nursing is a full-time, tenure-track position in the Health Science Division. This role requires an innovative educator committed to student engagement and success. Candidates must hold a bachelor's degree in nursing, an active unencumbered RN license, and at least two years of recent patient-care experience; a master's degree in nursing (preferably Nursing Education) is required within three years of hire. Responsibilities include teaching lecture, lab, and clinical courses, maintaining accurate attendance and grades, and meeting deadlines. The position includes a 35-hour work week, a 15-credit teaching load per semester, and a minimum of 10 office hours weekly. Additional duties include committee service, supervising clinical rotations, promoting the nursing program, and mentoring faculty. Assignments may involve day, evening, or weekend hours on campus, clinical sites, or via Zoom/online formats. Employment requires drug screening, background check, current immunizations, and CPR certification upon hire. The position reports to the Nursing Program Director.

SEMINOLE STATE COLLEGE MISSION AND VALUES

- All employees will represent Seminole State College in the most positive manner with prospective, former, and current students, clients, suppliers, and the community we serve. Interact effectively with a diverse group of faculty, staff, students, and other customers of our services. Learns and uses operating practices of Seminole State College.
- All employees will uphold the Mission Statement: Seminole State College empowers people for academic success, personal development, and lifelong learning.
- All employees will perform job duties utilizing SSC's core values: Compassion, Opportunity, Respect, and Excellence.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Handle confidential information with tact and discretion; comply with all current HIPAA and FERPA regulations.
- Engage students in assigned courses while displaying professionalism, subject matter expertise, and teaching skills.
- Provide timely opportunities for student consultation through office hours and the campus computer network.
- Utilize the SSC learning management system for each course including, but not limited to, the posting of syllabi, grades, attendance, and communication with students.
- Participate in choosing curriculum through textbook selection and research of other instructional material for classroom instruction enhancement, and assist with curriculum development, implementation, and revision.
- Serve as a degree program mentor for the Nursing degree program to prospective and current students.
- Represent the college and the division through participation in division, campus, community, and professional activities.
- Serve as a student advisor and degree program mentor as assigned.
- Participate in the faculty peer mentoring process.
- Attend division and program meetings.
- Learn and adhere to Seminole State College policies and procedures. Submit required forms and reports, i.e. clinical feedback, leave, course embedded assessment, and grades in accordance with divisional and college standards.
- Participate regularly in professional development activities including, but not limited to, Fall and Spring In-Services.
- Attend and participate in Faculty Senate as teaching schedule allows.
- Perform other duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES

- Provide supervisor current contact information (email and cell and/or home telephone).
- Regularly check and respond to all email and voicemail in a timely manner.
- Assist in student recruitment.
- Communicate with the division chair or secretary prior to or at the earliest possible opportunity regarding classroom plans for an absence.
- Actively participate in community activities, organizations, or services within the five-county service area.
- Participate in the tenure application process.
- Maintain a safe lab environment following all current OSHA standards.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

- Bachelor's degree in nursing required, master's degree preferred. If candidate has a bachelor's degree only, they must enroll in a minimum of six graduate credit hours per year in the field to be taught. A master's degree must be completed within three years of hire.
- Active unencumbered registered nursing license and two years of recent patient care experience.
- Knowledgeable in the use of Microsoft Office (proficient with PowerPoint and Word) and have a working knowledge of instructional technology including the current learning management system.
- Expected to belong to professional organizations and are encouraged to attend and present at professional conferences within the discipline.
- Faculty must have a working home phone or cell number with voicemail or email in the event the division chair, other administrators, colleagues, or students need to contact the faculty member beyond the scheduled work hours for emergencies.
- Ability to teach, remediate, and perform all nursing skills and procedures that are required by the nursing student body. This includes a requirement for an annual dosage calculation competency test to be passed at 90% or better.
- Must meet all clinical/hospital requirements and protocols.

Application review will begin immediately. Salary is commensurate with education and experience. Benefits provided by the college include Oklahoma Teachers' Retirement, group health and dental insurance, long-term disability, and life insurance equivalent to two times the contract salary. A tax-sheltered annuity wherein the college contributes 3.5% of any employee's annual salary is available after one year of employment. Employment is contingent upon successful completion of a background check and urine drug screen. *The filling of this position is contingent on the budget.*

To apply, please send letter of application, resume, copies of all academic transcripts, and three professional letters of recommendation to:

**Seminole State College
ATTN: Human Resources
P.O. Box 351
Seminole, OK 74818**

and/or

E-Mail: hr@sscock.edu

SSC participates in E-verify.
Posted April 7, 2025