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<http://www.eitc.edu/hr.cfm>

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[hr@my.eitc.edu](mailto:hr@my.eitc.edu)

Non-Classified  
Opening

# Part Time / Adjunct CNA Instructor

Non-Classified Classification  
Eastern Idaho Technical College

Open for Recruitment: Open until filled

Salary Range: \$25.00 per hour

Location(s): Idaho Falls, ID

**SPECIAL NOTIFICATION:** This position is exempt from classified state service and the rules of the Division of Human Resources and the Idaho Personnel Commission.

The position is paid on an hourly basis and will require the availability to work days, evenings, and weekends. Hours will not exceed 19.5 hours per week.

## Responsibilities:

- Must maintain strict adherence to CNA state skills guidelines;
- Continually monitor students' progress to assure clinical guidelines are met;
- Highly responsible, attentive to details;
- Excellent knowledge of the domain and ability to create a learning environment;
- Patience, calm and composed;
- Knowledge of HIPAA regulations;
- Excellent management and communication skills;
- Ability to motivate the students to perform to the best of their potential;
- Excellent interpersonal skills and ability to develop interest in the mind of the students.

## Minimum Qualifications:

- Have evidence of two years of experience caring for the elderly or chronically ill of any age;
- At least three years' experience as a Registered Nurse with an unencumbered, current Idaho license;
- Have documentation of completion of an instructor development course; train-the-trainer course; or equivalent. Courses are offered through the area professional-technical colleges/universities;
- Excellent organizational skills;
- Skilled in teaching adult learners;
- Willingness to work on a flexible schedule to meet educational requirements;
- Possess strong interpersonal skills;
- Ability to work independently, as well as part of a team;
- Excellent technical, interpersonal, written and verbal communication skills;
- Ability to work well with students and coworkers.

## Application Procedures:

Submit all of the following Electronically in Word, PDF, or JPG format to [hr@my.eitc.edu](mailto:hr@my.eitc.edu)  
Attn: Holly Woodcock (***Incomplete applications will not be accepted***):

- 1) State of Idaho Employment Application which can be accessed at:  
[http://www.eitc.edu/PDFs/HR\\_StateofIdahoEmploymentApp.pdf](http://www.eitc.edu/PDFs/HR_StateofIdahoEmploymentApp.pdf)
- 2) Cover Letter
- 3) Resume and/or vitae

4) Unofficial copies of post-secondary education transcripts

For additional questions contact: Human Resources by email at [HR@my.eitc.edu](mailto:HR@my.eitc.edu) / or telephone: (208) 535-5303

AA/EOE/ADA

Hiring is done without regard to race, color, religion, national origin, sex, age or disability. In addition, preference may be given to veterans who qualify under state and federal laws and regulations. If you need special accommodations to satisfy testing requirements, please contact the Division of Human Resources.