

Alverno College
Non-Exempt Position Description

Position Title: Center for Clinical Education (CCE) Technician

Department: DEMSN - Mesa

Status: 12 months,
Part-Time (0.5 FTE)

Reports To: Center for Clinical Education (CCE) Manager **Date:** June 2023

Primary Function: Perform day-to-day operations within the CSC to assure a safe and effective simulated and actual learning environment for undergraduate and graduate nursing students.

Principal Responsibilities

General

- Sets-up/restore, operate, and adapt patient care simulators, multimedia, computer and related equipment needed for health care simulations.
- Works in conjunction with CCE manager to oversee:
 - Patient care simulation technologies and applications
 - Lab preparation and maintenance
 - Standard computer software applications
 - Assists, as needed, with simulation schedule
 - Inventory and material storage and procedures
 - Observe, document, and record simulation maintenance
 - Completion of annual maintenance by vendors
- Operates patient care simulators, prepares simulation environment, and develops and applies scenario moulage to model physiological responses to the clinical and skill objectives and specifications.
- Problem solves new and existing patient care simulators and technology.
- Restores simulation environment to pre-scenario conditions.
- Provides recommendation for simulation improvements.
- Assists instructors with the implementation of clinical scenarios.
- Explains to students the functions of patient care simulators and related technology.
- Ensures student compliance with lab policies, procedures, and safety precautions.
- Performs and oversees maintenance and repair of simulators, and related technology in the simulation environment.
- Maintain appropriate records related to simulation maintenance and technologies.
- Supervises stocking of forms, supplies, materials, and equipment in the simulation environment; stores, discards, and rotates supplies and materials.
- Assists in the research of purchasing options for simulation equipment and software.

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- Participates in ongoing learning of new simulation technologies.
- Assist in maintenance of policy and procedure manuals for simulation.
- May be assigned to perform other duties in the CCE during peak workload periods and in the absence of assigned personnel.

With Respect to Alverno Educators

- Works collaboratively with nursing faculty and staff.
- Collaborates with the simulation coordinator, facilitator and CCE manager to resolve issues related to patient care scenarios.

With Respect to Curriculum

- Troubleshoot patient care simulators and related technologies.
- Take initiative and work independently.
- Adhere to schedules and deadlines.
- Learn the characteristics of new equipment and update skills to adapt to changing technology.

With Respect to Students

- Maintain the confidentiality of information.
- Communicate effectively both orally and in writing.
- Give clear and concise instructions.
- Keep accurate and precise records.
- Create a supportive learning environment.

How to Apply

- Apply on-line at <https://www.alverno.edu/jobs/apply/login.php>

Please attach your cover letter, resume, and references to the on-line application

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