

Alverno College Exempt Job Description

Position Title: Clinical Liaison and Practicum Coordinator, Undergraduate and Graduate Nursing Programs

Department: JoAnn McGrath School of Nursing and Health Professions

Date: March 2022

Reports to: Director, Undergraduate and Graduate Programs

Status: Full-time/12-month

Founded in 1887, Alverno College is a four-year, Catholic liberal arts college for undergraduate women sponsored by the School Sisters of St. Francis. The college also offers a robust array of graduate and degree completion programs for women and men. Student learning and personal and professional development are the central focus of everyone in the Alverno College community. As Wisconsin's first designated Hispanic-Serving Institution, Alverno enrolls a highly diverse student body of virtually every demographic and experience. It is an institution that has revered tradition and encouraged innovation for more than 130 years.

The College is seeking applicants for a Clinical Liaison and Practicum Coordinator, Undergraduate and Graduate Programs located in Milwaukee, WI. Alverno College health, dental, vision, disability, and retirement plan enrollment is available to full time employees and eligible dependents. Tuition benefits are available for employees and qualified dependents.

Primary Function: The Clinical Liaison and Practicum Coordinator for is responsible for establishing, maintaining, and coordinating clinical practicum placements sufficient to support Undergraduate and Graduate student achievement of clinical course and program outcomes.

Primary Duties and Responsibilities:

- Establish and foster effective academic-practice partnerships with health care systems, resulting in the ongoing availability of clinical practicum placements for Alverno College undergraduate and graduate nursing students
- Facilitate the completion of health care system affiliation agreements, and other forms as required, initially and per the regular timeline
- Coordinate and communicate students' clinical placement with health care system clinical practicum coordinators, patient care setting managers, Alverno nursing faculty teaching in clinical settings, and students, as appropriate
- Facilitate the completion of health care system and patient care setting orientation requirements for nursing faculty and students
- Manage and facilitate student use of a web-based practicum tracking system, monitoring and ensuring compliance with undergraduate and graduate programs and health care agency partner requirements

- Communicate student failure to meet clinical practicum requirements to clinical course faculty and students, and Nursing leadership and health care system partners, as appropriate.
- Oversee the implementation and removal of student registration holds as they pertain to health records and other clinical requirements
- Other duties, as assigned

Qualifications:

- Bachelor of Science in Nursing (preferred)
- RN license (preferred)
- Demonstrated commitment to promoting diversity, inclusion, equity, and multicultural competence in an educational and work environment and willingness to contribute to the College's strategic plan for inclusive excellence.

How to Apply:

- Apply on-line at <https://www.alverno.edu/jobs/apply/login.php>
- Please attach your cover letter, resume, and list of references to the online application

Alverno College is an Equal Opportunity Employer and committed to workplace diversity.