Master’s Entry Program in Nursing (MEPN)  
Clinical Teaching Assistant (CTA) Job Description

Job Title: Registered Nurse, Per Diem (NURSE PD) – MEPN CTA  
Job Code: 9119  
Department: Dean’s Office - School of Nursing

Location: As assigned  
Full/Part Time: Part Time, no benefits  
Appointment: Per Diem  
Shift: Variable  
Weekly Hours: Variable  
Salary: Commensurate with experience

Clinical Teaching Assistants (CTA) participate in course planning, implementation and evaluation, with emphasis on facilitation of student clinical learning and progress toward independence in the clinical area. The outcome of clinical instruction will be that students learn how to organize and prioritize nursing care using the nursing process as a means of problem solving and clinical decision-making. Such clinical teaching involves the following:

• Meet with Faculty of Record for initial orientation, supervision, and to discuss course/curriculum development  
• Assist students to identify learning opportunities  
• Make clinical assignments, as appropriate  
• Initiate and engage in discussions with students to stimulate and evaluate learning  
• Ascertain probable safety of students’ intended care  
• Assist students to integrate theoretical concepts with clinical practice  
• Observe students’ practice to evaluate learning and skill acquisition  
• Determine student readiness for more challenging experiences  
• Support students in coping with the stress of new and/or difficult situations  
• Facilitate group clinical conferences as appropriate to clinical setting  
• Provide formal and informal evaluation of students’ practice, as planned for the course by the Faculty of Record  
• Participate as a team member with course faculty to optimize student learning experiences  
• Liaison/facilitate communication with administrators and RN preceptors at clinical sites  
• Maintain confidentiality of student and patient information  
• Other duties as assigned

**Required Qualifications**

Eligible for designation as an Assistant Instructor with the California Board of Registered Nursing with the minimum qualifications:

a. A BSN degree from an accredited college or university  
b. Direct patient care experience within the previous five (5) years in the nursing area to which he or she will be assigned, which can be met by:
1. One (1) year's continuous, full-time or its equivalent experience providing direct patient care as a registered nurse in the designated nursing area within the past five (5) years; or
2. One (1) academic year of registered nurse level clinical teaching experience in the designated nursing area or its equivalent that demonstrates clinical competency, within the past five (5) years

* Note: Experience in an advance practice role will not qualify for the one (1) year requirement for direct patient care experience as a registered nurse

Additional Requirements

1. Current State of California Registered Nurse licensure
2. California Public Health Nurse Certification (as indicated)
3. Current American Heart Association CPR certification
4. Current PPD or chest x-ray documentation
5. This is a sensitive position requiring fingerprinting and a background check
6. Lifting more than 50 lbs., bending, twisting (not a sedentary position)
7. Excellent communication and interpersonal skills
8. Demonstrated excellent attendance and reliability
9. Knowledge and abilities essential to the successful performance in the duties assigned to the position
10. The flexibility to orient and work at multiple program clinical sites throughout the greater San Francisco Bay Area

Preferred Qualifications

a. MSN
b. Two (2) academic years of registered nurse level clinical teaching experience in the designated nursing area or its equivalent
c. Completion of at least one (1) years' experience teaching courses related to registered nursing or completion of a post-baccalaureate course, which includes practice in teaching registered nursing

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Please contact MEPN Coordinator Mr. Kizza Chadiha at Kizza.Chadiha@ucsf.edu or (415) 476-4810.