



# WALLACE COMMUNITY COLLEGE SELMA

## VACANCY ANNOUNCEMENT

### Intent to Employ PART-TIME

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**POSITION**

Health Science Program- Clinical Associates

**Posting Date:**

Ongoing

**Closing Date:**

Ongoing

**POSITION AVAILABLE**

Immediately

**REQUIRED QUALIFICATIONS**

- A minimum of a Bachelor Degree in Nursing
- Master's with 18 graduate semester hours (27 quarter hours) preferred
- Teaching experience
- Three years' experience as a registered nurse
- Current valid license as a registered nurse in the State of Alabama

**PREFERRED QUALIFICATIONS**

- Knowledgeable of educational strategies and subject matter in Adult Health Nursing
- Experience in area of the assigned clinical rotation
- Effective oral and written communication skills

**SALARY SCHEDULE PLACEMENT**

Commensurate with education and experience according to Salary Schedule L

\$30.00 per hour with a Bachelor degree;

\$33.00 per hour with a Master's degree.

**DUTIES & RESPONSIBILITIES**

In addition to adhering to the general guidelines as specified by the Faculty/Staff Handbook, Director of Health Sciences, Dean of Instructions Dean of Students, the President, and Alabama Community College System Board of Trustees, responsibilities will include the following:

- Function in accordance with the philosophy, rules and regulations of the Health Science Program, area hospitals, and clinical agencies.
- Monitor and report student attendance for clinical experiences.
- Supervise students in clinical areas in accordance with course and program objectives.
- Advise students academically.
- Serve on departmental, divisional, and institutional committees.
- Attend workshops and meetings that contribute to professional development, and annually submit a personal professional development plan.
- Work well with others and show respect to all college constituents.
- Perform all other duties as assigned by Program Director, Dean of Instruction, and President.

**APPLICATION PROCEDURE**

WCCS is an equal opportunity employer and enrolled in E-Verify. It is the official policy of the Alabama Community College System, including postsecondary community and technical colleges under the control of the Alabama Community College System Board of Trustees, that no person shall, on the grounds of race, color, handicap, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination

under any program, activity, or employment. WCCS will make reasonable accommodations for qualified disabled applicants or employees. WCCS reserves the right to withdraw this job announcement at any time prior to the awarding. Applications are available online at [www.wccs.edu](http://www.wccs.edu) and should be returned to:

**Human Resources Department**  
Wallace Community College Selma  
3000 Earl Goodwin Parkway  
P.O. Box 2530  
Selma, AL 36702-2530  
Phone: 334-876-9319, 876-9338  
Fax: 334-876-9334  
Website: [www.wccs.edu](http://www.wccs.edu)

❖ **All application packets must be submitted to [employmentpacket@wccs.edu](mailto:employmentpacket@wccs.edu). Please add your name to the subject line of the email.**

A complete application package consists of:

1. WCCS Application
2. A resume
3. A copy of transcript(s) verifying required degree. Please print name as listed on transcript, if different from last name listed on application.
4. Work experience verification **in writing** from your current and/or previous employer(s) confirming the required level of experience as stated in the "Required Qualifications" section. Verification should include dates of employment and position title(s) and duties performed. If work verification from current employer does not cover the **required** level of experience as stated in the "**Required Qualification**" section, verification from previous employer(s) will be required. **Remember that the work experience verification completion is your responsibility.**

**Please Note:** If you are applying for more than one position, please submit a separate, complete application. In the event the position is reposted, a new application packet must be submitted.

#### **APPLICATION DEADLINE**

All application information must be received by **Human Resources Office** Final applicants must adhere to the College's prescribed interview schedule and must travel at their own expense. Incomplete applications and applications received after the deadline will not be considered. A complete application package is the responsibility of the applicant.

**Note:** In accordance with Alabama Community College System policies and procedures, the applicant chosen for employment will be required to sign a consent form for a criminal background check and to submit a minimum nonrefundable **\$17.40 payment for a criminal background check**. Employment will be contingent upon receipt of a clearance notification from the criminal background check.

**WCCS is an E.O.E. and is enrolled in E-Verify.**