University of Wisconsin Oshkosh
College of Nursing

Position Description
Teaching Responsibilities – Graduate Faculty
(Instructional Academic Staff, see IAS description)

GENERAL DESCRIPTION:

Acting as a role model, implement and facilitate activities that achieve the graduate nursing program objectives.

MINIMUM EDUCATION REQUIREMENTS:

Doctoral degree. Embrace educational technology in all of its forms.

RESPONSIBLE TO:

Dean
Graduate Program Director

RESPONSIBILITIES:

1. Promote the mission, vision, values, and strategic goals of the University and the College of Nursing.
2. Work collaboratively with Graduate Program Director and other graduate faculty to develop, implement, teach, refine, and evaluate the courses, curriculum and emphases of the graduate nursing program.
3. Promote achievement of CON and University strategic plan and mission.
4. Represent the CON at professional activities at the local, state, and national levels.
5. Attend and participate actively in program meetings.
6. Participate in and contribute to evaluation of overall program.
7. Maintain and file updated course materials for the respective classes taught for the Graduate Program.
8. Participate in evaluation of library resources, textbooks, and other materials for graduate courses.
9. Identify needs and submit with budget requests to the Graduate Program Director.
10. Assume chairperson and / or committee responsibilities for thesis, clinical papers, and field projects as appropriate.
11. Adhere to agency and university policies used in clinical and didactic courses.
12. Evaluate student achievement of course objectives.
13. Inform Graduate Program Director of student progress as needed, including reporting any grades below B to Graduate Program Director.
14. Guide graduate nursing students in program progress and attainment of objectives.
15. Facilitate a collegial relationship with faculty and staff.
16. Guide new faculty in activities associated with the graduate nursing program and University Office of Graduate Studies.
17. Promote the quality of the Graduate Nursing Program.
    a. Assist in the appraisal of potential clinical facilities for appropriateness of graduate learning experiences.
    b. Assist with recruitment of quality graduate nursing students.
    c. Assist with recruitment of qualified faculty members.
18. Develop and foster collaborative relationships with community of interest leaders.
19. Maintain professional scholarship activities and service obligations for rank. (See personnel documents)

Reviewed By: **Date:**