



# Wayne County Community College District

## District Office

801 W. Fort Street  
Detroit, MI 48226  
(313) 496-2765  
(313) 963-5816 fax

Human Resources

Notice of Position Opening  
Full time  
**Nursing Simulation Technology Administrator  
(E002-21)**

**Posting Date:** September 24, 2021  
**Grade Level:** Pathways/Exempt  
**Reports to:** Provost, Health Sciences  
**Deadline:** Applications will be accepted until October 8, 2021.

### Summary of Duties:

The Nursing Simulation Technology Administrator is responsible for developing and implementing simulation curricula in order to meet all accreditation standards. This position also provides mentoring and coaching to faculty and students.

### Specific Duties and Responsibilities:

- Represents simulation instruction with technical demonstrations, laboratory sessions, testing, attendance, simulation lab discipline, safety and security.
- Operates simulation equipment, task trainers, computerized simulators, and virtual reality procedural trainers with the ability to follow medical aspects of scenarios, and makes appropriate adjustments to technology systems.
- Facilitates simulation training and provide feedback to the appropriate persons
- Provides initial orientation of simulation equipment to faculty as appropriate and newly acquired personnel.
- Assists with seeking additional funding sources such as grants and community partnerships
- Conducts initial and ongoing education of lab and simulation clinical faculty in preparation for teaching students in the lab setting.
- Conducts quality review of student experiences and outcomes to guide program and curricular improvements.
- Participates in progression review for student cohorts approaching clinical intensives.
- Facilitates coordination of lab assessments including collaboration with the assessment department to ensure consistent, secure reporting of student outcomes.
- Assists with developing, maintaining and updating the Simulation curriculum.
- Provides consultation with partners as arranged as part of clinical affiliation agreements
- Ensures the collection of data and analysis to evaluate utilization of resources and student learning outcomes and assists with other special projects or initiatives in the use of various simulation modalities.
- Supports and facilitates all simulation activities to maintain accreditation standards for simulation and the Nursing Department.
- Supports nursing students to achieve clinical learning in simulated patient care environment.
- Prepares and maintains labs and simulated patient care environments with equipment, supplies, media, computers, and materials needed to replicate virtual healthcare setting.
- Assists in developing and implementing detailed clinically- based scenarios for the computerized simulators.
- Operates and maintains computerized simulation equipment.
- Coordinates and supervises students to ensure that lab experiences meet course objectives.
- Collaborates on ordering and maintaining inventory of all lab supplies, equipment, furniture, models, AV equipment, and laboratory manuals; recommends purchase of lab equipment and supplies; and maintains a clean, fully equipped nursing skills and simulations lab.
- Facilitates simulation equipment care and maintenance, including troubleshooting and repair as required.
- Contributes to and attends national lab and simulation forums and conferences as appropriate to prepare and assess lab and simulation operational effectiveness.
- Any other duties as may be assigned or required.

### Education:

Master's degree in Nursing from an accredited college or university required.

### Experience:

Minimum five years professional experience in a hospital environment with significant exposure to direct patient care. At least two years of experience with Simulation technology.

**Please reference this position number on all documents: E002-21**

**Additional Requirements:**

- Prior experience using instructional technology.
- Knowledge of computer hardware and software application relevant to simulator functions.
- Current and unencumbered Registered Nurse license in the state required
- Ability to work effectively in a highly ethnic and culturally diverse student and associate community.
- Excellent analytical and organizational skills.
- Ability to work with individuals at all levels of the organization

**EQUAL OPPORTUNITY EMPLOYER**

Mail Resume to: Wayne County Community College District,  
Attention: Human Resources, 801 W. Fort Street, Detroit, MI 48226  
Or e-mail your resumes to: [jobs@wcccd.edu](mailto:jobs@wcccd.edu)

**Statement of Compliance**

Civil Rights Act, Executive Order 1146, and Title II of the Americans with Disabilities Act (ADA) complies with all Federal and State laws and regulation prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of WCCCD that no person, on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, disability, or political affiliation or belief, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to employment or in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education. (Policy adopted by the Wayne County Community College District Board of Trustees, July 28, 1993).

**Notice of Non Discrimination Policy**

Any questions concerning Title IX of the Education Amendments of 1972 which prohibits discrimination on the basis of sex, or inquires related to Section 504 of the Rehabilitation Act of 1973 which prohibits discrimination on the basis of handicap, or the College's Statement of Compliance with Federal and State law should be directed to Director of Human Resources, Wayne County Community College District, 801 W. Fort, Detroit, MI 48226 or by calling: 313-496-2765.