



## Imperial Valley Regional Occupational Program

687 State Street • El Centro, California 92243

(760) 482-2600 • Fax (760) 482-2750

website: [www.ivrop.org](http://www.ivrop.org)

Mary N. Camacho  
Superintendent

### ANNOUNCEMENT OF POSITION VACANCY

September 27, 2010

TO: Candidates and Placement Agencies

VACANCY: **Nursing Assistant Instructor**  
**1 Part-time position**  
**Position contingent upon funding**

LOCATION OF JOB: Imperial County, CA

APPLY AT: Imperial Valley Regional Occupational Program  
687 State Street, El Centro, CA 92243  
Office (760) 482-2600

DEADLINE FOR FILING: Open until filled

SALARY: \$29.00 per hour

IMMEDIATE SUPERVISOR: Mary N. Camacho, Superintendent

INTERESTED QUALIFIED APPLICANTS SUBMIT: 1) Completed Certificated Application Form  
2) Resume of Education and Work Experience  
3) Cover Letter

***NOTE: Only original applications will be accepted. No faxed copies or postmarks will be accepted. Application must be submitted directly to IVROP Administrative Office.***

The IVROP shall require that each new employee obtain a medical, pre-employment physical examination and testing for drugs from a licensed medical doctor or provider chosen by the IVROP at the IVROP's cost. The examination results remain confidential.

To comply with the Immigration Reform and Control Act of 1986, all new employees must provide proof of identity and authorization to work in the United States.

EQUAL OPPORTUNITY EMPLOYER  
WOMEN & MINORITIES ARE ENCOURAGED TO APPLY

**IMPERIAL VALLEY REGIONAL OCCUPATIONAL PROGRAM**  
**VOCATIONAL INSTRUCTOR - NURSE ASSISTANT**

**DEFINITION**

Under the supervision of the Project Coordinator, the Vocational Instructor will provide an education program for students on the required vocational field.

**MAJOR DUTIES AND RESPONSIBILITIES**

1. Teaches vocational skills to students utilizing a course of study which will lead them to achieve the stated goals and objectives.
1. Develops class curriculum and lesson plans.
3. Provides instruction for students in employment skills, life management, self-sufficiency and computer technology.
4. Works with the administration and the program staff to determine the educational needs of students, and then sets up individual educational plans to instruct each student.
5. Works with local businesses to place students in unpaid internships, as needed.

**REQUIREMENTS**

6. Must meet qualifications required by the California Commission on Teacher Credentialing:
  - a. Must have high school diploma or GED, and
  - b. Must have five (5) years experience in the field, one (1) of those years within the last three (3) years.
7. Must meet qualifications required by the California Department of Health Services and the California Department of Education:
  - a. Must be a registered nurse (RN) who has a minimum of two (2) years nursing experience which includes at least one (1) year in the provision of long-term care facility experience.  
OR
  - b. Instruction may be provided by a licensed vocational nurse (LVN) or RN who has at least one (1) year of experience in planning, implementing, and evaluating educational programs in nursing or has completed a 24-hour course approved by the Board of Registered Nursing in planning, implementing, and evaluating educational courses in nursing. Level 1 vocational teacher preparation course may be substituted for this requirement.
8. Must meet fingerprinting requirements, submit a current resume, copy of current LVN or RN license, home address and proof of 24-hour course, DSD certificate, or Level 1 course.

**LICENSES, CERTIFICATIONS, BONDING AND/OR TESTING REQUIRED**

Criminal Justice Fingerprint Clearance, Tuberculosis Screening, Valid Driver's License and Evidence of Insurability