

**CONNORS STATE COLLEGE
DEPARTMENT OF NURSING
JOB DESCRIPTION**

JOB TITLE: Simulation Lab Operations Specialist

REPORTS TO: Director of Nursing and Allied Health

CLASSIFICATION: PT Staff

LENGTH OF EMPLOYMENT: 12 month continuing position

JOB OVERVIEW:

Under the supervision of the Director of Nursing and Allied Health and the Simulation Program Manager, the Simulation Operations Specialist will facilitate the day-to-day operation of the Connors State College Nursing and Allied Health Simulation Center. General expectations include the operation and essential maintenance of multiple high-fidelity robot manikins, mid-level trainers, and basic skills task trainers.

DUTIES:

- Set up, staging, and operation of high-fidelity simulated patient encounters.
- Set up and operation of numerous and varied skill intensives.
- Operation of all technology within the simulation center.
- General maintenance, testing, and ensuring readiness for all equipment before use and proper cleaning and storage after use.
- Troubleshooting technology issues related to equipment, manikins, and the audio-visual recording system.
- Management of inventory/stock and supply.
- Maintenance of spreadsheets/databases related to inventory management.

Additional expectations include:

- Effective and professional communication with faculty and staff regarding simulation operations.
- Professional communication and demeanor in working and coordinating with vendors and vendor technical support.
- Participate in varied college functions - some evenings and weekends.
(Occasional)

The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Knowledge, Skills, and Abilities:

1. Associate degree or higher (preferred)
2. Healthcare experience (preferred)
3. Mid-level technology experience – Essential.

4. Ability to function in an often fast-paced, high-demand, simulated clinical environment – Essential.

Special Requirements:

1. A commitment to career and professional growth.
2. Willingness to pursue and acquire appropriate professional credentialing when qualified. (CHSOS)
3. Ability to routinely lift 50 lbs. unassisted.

Application:

Submit a CSC employment application, transcript(s) and resume to:

Connors State College
Human Resources
700 College Rd
Warner, OK 74469

E-mail: cschr@connorsstate.edu

Phone: 918-463-6334

Website: <https://connorsstate.edu/hr/jobs/>

Connors State College is an Affirmative Action/Equal Opportunity/E-Verify Employer.

SIGNED: _____ **DATE:** _____