



**Conway School of Nursing
Clinical Assistant Professor · Nurse Practitioner Clinical Coordinator**

The Conway School of Nursing (CSON) at The Catholic University of America (CUA) seeks to fill an approved 11-month, benefits-eligible Clinical Assistant Professor/Nurse Practitioner Clinical Coordinator position to begin August 2025.

The CSON is distinguished for preparing expert clinicians, nurse scientists, and moral leaders in nursing. The CSON is CCNE accredited and has over 500 students enrolled in BSN, MSN, DNP, and PhD programs. The BSN students participate in study abroad opportunities in Australia and Rome. The 2023 BSN graduate 1st time NCLEX pass rate was 96 %. The on-line DNP programs prepare family nurse practitioners (FNPs), adult-gerontological nurse practitioners-acute care (AGNP-AC) and pediatric nurse practitioners-primary care (PNP-PC) and pediatric nurse practitioners dual primary and acute care (PNP-Dual). Post-graduate APRN certificate program tracks are also available. The on-line BSN to DNP program focuses on advanced practice nursing and leadership and the MSN to DNP program focuses on leadership in advanced nursing practice. The on-line PhD program prepares expert clinicians as nurse scientists.

We seek candidates who understand, are enthusiastic about, and will make a significant contribution to the mission of the University, which reads as follows: "As the national university of the Catholic Church in the United States, founded and sponsored by the bishops of the country with the approval of the Holy See, The Catholic University of America is committed to being a comprehensive Catholic and American institution of higher learning, faithful to the teachings of Jesus Christ as handed on by the Church. Dedicated to advancing the dialogue between faith and reason, The Catholic University of America seeks to discover and impart the truth through excellence in teaching and research, all in service to the Church, the nation and the world."

As a CUA faculty, you will gain multiple benefits!

1. Eligibility for employee tuition assistance
2. Eligibility for tuition assistance for undergraduate degrees for children and spouses
3. Eligibility for tuition exchange for children who want to pursue an undergraduate degree at another university or college other than CUA
4. Participation in an exceptional retirement plan (TIAA). If the faculty member contributes 5%, CUA will contribute 10% of gross salary.
5. One day per week for clinical practice.

Responsibilities:

As faculty:

1. Teaches distance graduate students online. Teaches graduate students on-campus in clinical laboratory and simulation settings 1-2 times per academic year.
2. Develops written syllabus and all course materials; evaluates knowledge of subject matter taught, prepares and grades exams; and monitors students' academic achievement
3. Utilizes course materials effectively, demonstrating thorough knowledge of content
4. Maintains academic standards and course expectations throughout each course
5. Maintains and enhances knowledge of subject matter taught and individual training skills required to remain current with new trends and developments in nursing
6. Follows best practices for online education
7. Implements nontraditional and innovative methods of instruction to foster critical thinking
8. Uses effective interpersonal, leadership, and organizational skills to teach in the curriculum
9. Participates in student advisement and academic counseling
10. For any student not performing successfully, provides feedback and develops and individualized remediation plan
11. Contributes to the ongoing development of the nurse practitioner programs through course revisions and refinements and implementation of formative and summative evaluation processes
12. Participates in development, implementation, and evaluation of objectives and goals for the nurse practitioner programs
13. Participates in CSON and university committees and activities

As Clinical Coordinator:

1. Reviews online nurse practitioner program plan summaries and communicates with nurse practitioner program directors to determine which students will be enrolled in clinical courses (and need clinical sites) each semester.
2. Communicates with faculty to determine if local clinical sites are available to students
3. Ensures students complete pre-clinical requirements
4. Maintains updated electronic clinical manual with current requirements
5. Informs CSON nurse practitioner faculty regarding updates for incorporation into MSN website and Castlebranch
6. Every semester, maintain and update database of students' pre-clinical requirements, clinical placement and sites
7. Vet preceptors and clinical sites
8. Collaborate with clinical site representatives and CSON administration to establish memorandums of understanding (MOU)
9. In Typhon, create student accounts, manage activation of preceptors and preceptor access, and oversee activation of clinical sites, student data entry, and completion of evaluations

10. Discuss expectations with potential clinical preceptors or site administrators as needed
11. Respond to student inquiries regarding pre-clinical requirements and clinical rotations
12. Complete site-specific forms/documents related to on-boarding of students
13. At the start of each clinical course, inform preceptors of clinical expectations
14. Participate in clinical site visits and respond to preceptor inquiries
15. Each semester, verify preceptor hours in Typhon and forward verification letter to preceptor

Qualifications:

1. Doctoral degree plus 2–5 years' experience working as a nurse practitioner
2. Washington D.C. advanced practice license
3. Nationally board certified as a nurse practitioner (family nurse practitioner certification preferred)
4. One to two years graduate teaching experience in a nurse practitioner program
5. Proficiency using online learning platforms, clinical coordination software, and learning management systems.
6. Experience conducting screen-based and in-person (telehealth and on-campus) simulations for nurse practitioner students.
7. Excellent communication and organizational skills
8. Able to work collaboratively and productively with colleagues

Application requirements include:

- *A curriculum vitae*
- Two letters of recommendation
- A one- to two-page personal statement indicating how your research, teaching, and service will make a distinctive contribution to our [University's mission](#) and to the vision of Catholic education outlined in the Apostolic Constitution on Catholic Universities [Ex Corde Ecclesiae](#).

Please forward all application documents to Mr. Patrick Maxwell, Manager for Operations and Marketing, Conway School of Nursing, at maxwellp@cua.edu.

The Catholic University of America is an Equal Opportunity Employer.