



**Title:** Surgical Technology Clinical Coordinator

**Job ID:** 242516702601

**Campus:** Uvalde

**Closing Date:** Until Filled

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**Job Summary:** Primary duties include Coordinate clinical education, provide administration, organization, and supervision of student clinical experience. Ensure documentation of the evaluation and progression of clinical performance leading to clinical competence. Provide continuous quality review and improvement of student clinical experience. Provide academic oversight, including curriculum planning and development of student clinical experience. Ensure orientation to the program's requirements of the personnel who supervise or instruct students at clinical sites. Coordinate the assignments of students to clinical sites.

**Classification:** Full-time, Non-Exempt

**Department:** Allied Health

**Salary:** Allied Health Schedule, plus Coordinator Stipend. Commensurate with education and experience; 12- month position.

**Other Benefits:** Benefits package available (Health/Life insurance, retirement plan, sick/personal leave, holidays, waived tuition for eligible employees and dependents).

## **QUALIFICATIONS**

**Education:** Be a graduate of an education program in surgical technology accredited by a nationally recognized programmatic accreditation agency. Possess a credential in the field of surgical technology through a national certification program that is accredited by the National Commission on Certifying Agencies (NCCA).

**Experience & Training:** Minimum three years' full-time documented experience either in the operating room scrub role or as an instructor in surgical technology, or a combination of both, within the past five years. Experience using Microsoft Office (Word, Excel, Access, and PowerPoint).

**Additional Qualification Requirements:** Must be able to demonstrate experience working effectively with individuals from diverse backgrounds. Must have excellent English, writing, and oral communication skills. Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodation, the essential functions of the job. Candidate must be authorized to work in the U.S. and must provide verifiable credentials; successful completion of background checks specified for the position. Must have a valid Driver's License and be insurable through SWTX insurers. Travel is required to various locations served by the college.