




Section I. – Job Details

Job Title:	Limited Medical Radiography Instructor	Hourly/Salary:	Salary
Department Area:	Allied Health/Limited Medical Radiography	Classification:	Exempt
Location:	Campbellsville, KY	Travel Required:	Yes
Reports to:	Allied Health Director	Position Type:	Full-Time
Position Fill Date:	6/1/2023		

External Posting URL – www.campbellsville.edu

Internal Posting – Human Resources Job Board

Section II. – Application Submission Information

FAX	EMAIL
<p>(270) 789-5180</p> <p>Subject Line: Limited Medical Radiography Instructor</p> <p>Attention: HR Director</p>	<p>jobs@campbellsville.edu</p> <p>Subject Line: Limited Medical Radiography Instructor</p>
ONLINE	MAIL
<p>Click Link Below</p> <p>APPLY HERE!</p>	<p>Director of Human Resources Campbellsville University 1 University Drive, UPO 944 Campbellsville, KY 42718</p>
<p>Scan QR Code</p> 	

Section III. – Job Description

Job Summary:

The Limited Medical Radiography Instructor is responsible for curriculum development and evaluation, as well as clinical coordination of the designated program(s) and compliance to all federal, state, or accreditation agency regulations. This person must have the ability to keep calm during difficult circumstances and the ability and desire to maintain a professional attitude.

Job Responsibilities:

Specific Responsibilities:

- Instruction and/or support of instruction in Limited Medical Radiography program including in-person and online classes and labs. CPR instructor certification is preferred.
- Develop Limited Medical Radiography course and clinical schedules.
- Ensure that any state and federal applicable regulations are followed.
- Maintain records for student files according to state and federal requirements.
- Ensure that students complete the minimum number of required instructional and clinical hours prior to advancement of certification exams.
- Assist and recruitment events for Limited Medical Radiography students.
- Maintain facilities to ensure cleanliness and orderly appearance.
- Support other academic/professional programs at the regional site, including client relations and student support.
- Monitor radiation badge reports and equipment maintenance.
- Other duties as assigned by Allied Health Director.

Skills/Qualifications:

- Applicant must hold current KY Radiation Operators license and be in good standing with the ARRT.
- Applicant must have excellent oral and written communication skills
- Applicant must possess ability to provide leadership in planning, supervising, collaborating, and implementing ideas and programs related to the position.
- One year of clinical experience is required.

Essential Duties:

- Working hours necessary to perform job requirements satisfactorily on a regular basis.
- Managing absences from work in a responsible manner to ensure service to university faculty, staff and students.
- Complying with Campbellsville University policies and practices and seeking clarification of them when necessary.
- Honor the mission of Campbellsville University and abide by rules and regulations and Standards of Conduct outlined in the Administrative Policies and Procedures Manual.

Campbellsville University is a comprehensive, Christian institution that offers pre-professional, undergraduate and graduate programs. The university is dedicated to academic excellence solidly grounded in the liberal arts that fosters personal growth, integrity and professional preparation within a caring environment. The university prepares students as Christian servant leaders for life-long learning, continued scholarship, and active participation in a diverse, global society.

The individual employee is expected to conduct him, or herself, both on campus and off, in a manner becoming an employee of a Christian institution, and the employee should uphold the highest standards of conduct in terms of honesty, truthfulness, respectful attitude, and conduct toward others. Each individual associated with Campbellsville University is to perform his or her daily responsibilities mindful of the intent of the institutional mission statement and core values.

Employees must be able to perform the essential functions of the position with or without reasonable accommodations.

Section IV. – For HR Use Only

Approved by Human Resources 5/3/2023

Posted Internally 5/3/2023

Posted Externally 5/3/2023