Assistantship Job Description: Nursing

Description/Responsibilities:

- Develop and maintain a social media presence for the Nursing Department. Currently, the website is well developed, but could use more weekly or monthly posts about students, faculty, and graduates. The department would benefit from the use of other forms of social media to promote the excellent programs we have. It is known that today’s potential students look to social media for information on programs. It would also be beneficial to have informational videos incorporated into social media. The competition for students has been increasing and many applicants are choosing online programs without truly understanding the advantage of the blended learning programs which we offer.

- Assist with the use of Qualtrics and tabulating assessment data used for national accreditation. The Nursing program is currently accredited by the Commission on Collegiate Nursing Education (CCNE). In this past year Dr. Mullaney and Dr. Bechtel worked with ETO to develop rubrics which align the capstone projects with the program outcomes and the American Association of Colleges of Nursing (AACN) Master’s and Bachelor’s Essentials. This will allow accurate and timely documentation of the data to show how the program meets the accreditation standards. The Graduate Assistant would help to tabulate and organize the data for the accreditation report. Also required for accreditation are graduate and alumni surveys which the assistant would be asked to coordinate.