JOB DESCRIPTION

Position Title: Radiology Instructor
Department: Faculty-MCA
Reports to: Program Director
Supervises: N/A
Classification: Salaried
Status: Exempt

IMPORTANT NOTES:
- Management reserves the right to change or otherwise modify the functions of this job in order to meet the needs of the company. Additional duties may also be assigned. Consideration will be given to make reasonable accommodations for individuals with disabilities.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed hereafter are representative of the knowledge, skills and or abilities required to do this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

POSITION OVERVIEW: Responsibilities include preparation of curriculum, syllabi, classroom instruction, mentoring and hands-on instruction of radiology equipment.

ESSENTIAL FUNCTIONS:
1. Instructs students in clinical aspects of performing radiographic examinations; demonstrates positioning, techniques, use of equipment and safety precautions. Evaluates performance and provides additional training as required; supervises students performing radiological procedures.
2. Teaches classes in radiographic techniques, procedures, use of equipment, safety hazards and precautions; develops lesson plans, syllabi, examinations and instructional aids.
3. Maintains student records including examinations, logs, performance evaluations, clinical written assignments, and film critiques.
4. Conducts or assists in conducting practical examinations.
5. Provide for the safety of students and co-workers. Always attend to a safety hazard or potential safety hazard immediately.
6. Prepare and deliver effective lectures/lessons to students.
7. Organize and plan students’ lab/shop projects and providing effective “hands on training”.
8. Listen to students and staff in effort to resolve conflicts in a prompt manner and establish good communications.
9. Identify students who are “at risk”. Help them or see that they may receive the help that they need.
10. Ensure that all classroom/lab equipment is maintained and at good working order.
11. Prepare in advance to see that students have sufficient materials and equipment to complete all classes and lab assignments.
12. Inspection and identification of colored wires, color codes, cells, etc.
13. Listen to students and co-workers in effort to resolve conflicts and establish good communication.
14. Understand and enforce school rules and policies.
15. Stay current in subject field through personal study, in-service days and attending workshops or seminars.
16. Keep the curriculum, performance standards, competencies, lesson plans and tests current with industry needs.
17. Assist in organizing/conducting field trips.
18. Supervise lab/classroom clean-up by students.
19. Must be able to work flexible hours.
20. Must have a valid driver’s license and minimum legal insurance coverage on your personal vehicle.
21. Perform other work-related duties that are assigned.
22. Supervise Lab Assistant.
EDUCATION AND EXPERIENCE REQUIREMENTS:
1. Must be a current certified Radiologic Technician who is credentialed by the American Registry of Radiology Technologists (ARRT).
2. Must have three (3) years of experience in radiology exclusive for teaching.
3. Must have six (6) months of experience teaching in the discipline.
4. Shall meet at least one or more of the following qualifications:
   a. Be a currently certified MRT who is also certified as a radiographer by the American Registry of Radiologic Technologists;
   b. Be a currently certified LMRT (excluding a temporary certificate) whose limited certificate category (ies) matches the category (ies) of instruction and training; or
   c. Be a practitioner who is in good standing with all appropriate regulatory agencies including, but not limited to, the department, the Texas Board of Chiropractic Examiners, Texas Medical Board, or Texas State Board of Podiatric Medical Examiners, the Texas Health and Human Services Commission, the United States Department of Health and Human Services.
5. Be of good reputations and character as defined by the State of Texas as follows:
   Title 19 Texas Administrative Code; Rules section 175.127. “Good reputation”- A person is considered to be of good reputation if:
   a. there are no felony convictions related to the operation of a school, and the person had been rehabilitated from any other felony convictions;
   b. there are no convictions involving crimes of moral turpitude;
   c. within the last 10 years, the person has never been successfully sued for fraud or deceptive trade practice; the person does not own a school currently in violation of the legal requirements; has never owned a school with habitual violations, or has never owned a school which closed with violations including, but not limited to, unpaid refunds; or
   d. The person has not knowingly falsified or withheld information from representatives of the agency.
6. Approval by the Texas Education Agency (this can be accomplished immediately after an applicant is hired).
7. Applicable professional license and/or credentials. For Example: ASE Certifications in Auto Mechanics, City licenses and ARI in refrigeration HVAC, CMA, HIT, CCS, CCSP or RMA in Medical Assisting, CET in Electronics, AWS in Welding. In most cases this is not a requirement to be hired; however, it is a requirement for continued employment. WTI helps new employees obtain the necessary credentials and/or licenses.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:
1. Techniques used in classroom and clinical instruction; principles, practices and techniques used in radiography; care and use of radiographic equipment; safety practices to prevent overexposure to radiation.
2. Ability to read, write, speak, and understand English fluently.
3. Strong verbal and written communication skills, plus analytical, organizational, interpersonal, and problem solving skills.
4. Must be customer service oriented.
5. Ability to meet or exceed the company’s attendance and punctually standards.
6. Ability to evaluate objectively, fairly, and consistently.
7. Creativity and initiative.
8. Ability to correctly use and demonstrate all normal equipment and tools within the subject field.

PHYSICAL REQUIREMENTS:
1. Color vision
2. Hearing
3. Lifting or pushing up to 50 pounds
4. Must stand up to 5-6 hours per shift.
5. Bending at the waist, sitting, kneeling, laying horizontally, climbing, walking, etc., as required for the lab or classroom demonstration.
6. Must be able to travel locally and out of town.
7. Manual Dexterity

ENVIRONMENTAL CONDITIONS
1. Extreme heat or cold.
2. Fumes such as from soldering, welding, automotive exhaust and/or air conditioning equipment.
3. Noise level which may, at times, require normal hearing protection in the form of ear plugs.
4. Exposure to machinery and moving parts.
5. Heights (RHVAC instructors/lab assistants only).
6. Electricity
7. Lubricating fluids, cleaning solvents, batteries, etc.
8. Bio-medical waste such as hypodermic needles, body fluids, cultures, specimens, etc. (Medical/Clinical Department only).

This above Job Description is not intended to be an all-encompassing list of responsibilities, skills, efforts, or working conditions associated with this position. It is intended to be a guideline reflecting the principle activities. I do hereby certify that I have read and do understand the above job description. I also understand and agree that Western Technical College has the right to change or otherwise modify this job description at any time.

_______________________________________
Signature/Print Name

_______________________________________
Date
WESTERN TECHNICAL COLLEGE

Is seeking applicants for

RADIOLOGY INSTRUCTOR

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4. Teaching experience at the post-secondary level (preferred).
5. Excellent communications skills, both oral and written.

This position may include the following benefits:

- Health, Dental & Life Insurance
- Five weeks of paid vacations
- Paid Holidays
- 401K Retirement Plan
- PTO/Sick days
- Scrub allowance

To review the Job Description and complete the Job Application, please visit our website at:

www.westerntech.edu

All interested and qualified candidates please submit resume and job application to:

HR@westerntech.edu. Please quote position in subject line.