CLINICAL COORDINATOR

POSITION SUMMARY

The position's primary purpose is to coordinate all clinical education, teach didactic material as needed, recruit new clinical affiliates as well as create, implement and modify all clinical policies and procedures to guide the clinical experience of the radiologic technology program. The clinical coordinator is responsible for scheduling, assessing, and arranging the clinical placement that provides the most optimal clinical experience for the students as well as serve the needs of the clinical affiliates. The clinical coordinator is responsible for the guidance of the clinical instructors, clinical preceptors, and students. This is a part-time position.

ESSENTIAL DUTIES, TASKS, AND RESPONSIBILITIES

- Coordinate and evaluate all clinical education activities to ensure students meet the clinical requirements established by the American Registry of Radiologic Technologists (ARRT), Radiologic Technology Program, BGSU Firelands, and the University.
- Teach RADT program content as needed and teach all pre-clinical skills.
- Create and implement clinical procedures and policies. Modify any/all policies and procedures to meet the needs of the students, clinical affiliates, BGSU Firelands, and the University.
- Maintain relationships with external clinical sites.
- Train, coordinate, and supervise the clinical preceptors.
- Maintain teaching laboratory.
- Participate in program planning and evaluation.
- Provide service to the program and Applied Sciences Department.
- Maintain internal and external communications.

KNOWLEDGE, SKILLS, AND ABILITIES

The knowledge, skills, and abilities necessary for this position are (a) an aptitude for teaching and educational program administration, (b) knowledge of program accreditation standards, (c) strong organizational skills, and (d) a willingness to maintain competency in radiologic technology through continuing education and professional development.

MINIMUM QUALIFICATIONS

A Baccalaureate degree and diploma of completion from an accredited program in Radiologic Technology, current active Registered Radiologic Technologist credential status, and four+ years
of clinical experience as a Radiologic Technologist are required. The person in this position must have a current active Registered Radiologic Technologist credential from ARRT.

SALARY

Part-time, Administrative staff position available. Administrative Grade Level 355. Work hours not to exceed 24 hours per week. Salary is commensurate with education and experience. Limited benefits package available which includes retirement, workers compensation, unemployment coverage, and Medicare. However no insurance benefits are available.

For a complete job description & instructions on how to apply please visit https://bgsu.hiretouch.com/ or contact the Office of the Dean at (419) 372-0623. BGSU. AA/EEO/Disabilities/Veterans. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with Bowling Green State University, please call 419-372-8421.