



## Job Description

Position:	Healthcare Simulation Team Leader / Educator
Classification:	Full Time
Reports to:	Operations Director
Locations:	Bozeman, MT
Salary:	DOE

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### *Duties & Responsibilities:*

Under supervision of the Operations Director, Simulation Team Leader / Educator is generally responsible for the day to day operation of the MobileSim vehicle, individual simulation events/sessions, and managing the assigned simulation specialist partners. The general duties and responsibilities of the Simulation Team Leader include:

### **Administrative Duties**

- Immediate supervision and direction of the simulation specialists to include simulation staff scheduling and coordination, administering probation and annual formal evaluations, and maintaining program policies and standards in accordance with the SIM MT policies and procedures.
- Regularly evaluate simulation specialists in vehicle operations, simulation system operations, and teaching performance and provide constructive feedback to improve the simulation specialist's knowledge and performance.
- Develop and maintain relationships with regional clients and serve as primary point of contact for regional client's simulation program communications.
- Meet with clients to develop client needs assessment and individual simulation event objectives.
- Participate in professional and educational activities to maintain professional competencies and current knowledge base.
- Other administrative duties as assigned.

### **Support Duties**

- Oversee and perform vehicle, systems, and equipment set-up, breakdown, and storage.
- Oversee and perform maintenance, report manikin malfunctions, and cleaning of manikin, systems, and hardware.
- Participate in simulation program and curriculum development activities.



- Obtain Class B CDL and function as the primary sim truck driver.
- Other support duties as assigned.

### **Education Duties**

- Schedule, attend, and conduct simulation events/sessions to meet client objectives.
- Supports learners to maintain a safe learning environment.
- Provide student, client, and system verbal and formal debriefing/feedback as required by program policies.
- Provide and implement solutions to enhance the delivery of simulation--based education through technological developments and creation of artifacts, such as moulage.
- Assist with the piloting and delivery of simulation--based training and other educational activities undertaken during the simulation project, commissioning, and operational phases.
- Obtain Certified Healthcare Simulation Educator (CHSE) certification within one year of hire.
- Mentor simulation team toward CHSE certification.
- Attend simulation conferences and maintain personal continuing education regarding simulation.
- Other education duties as assigned.

### **Preferred Qualifications**

- Clinical practice experience.
- Clinical education experience.
- Leadership experience.
- Multi-discipline instructor ratings.
- Pre-hospital and hospital based experience.
- Strong technical knowledge and experience with project management.

*Working Conditions:* Work is performed in indoor conditions in a non-smoking environment. Requires lifting up to 70 pounds and carrying objects up to 50 pounds. Classroom and laboratory environments must be maintained in clean condition.