



**COUNTY OF LOS ANGELES – DEPARTMENT OF PUBLIC HEALTH
CHILDREN'S MEDICAL SERVICES - CALIFORNIA CHILDREN'S SERVICES**

**VACANCY ANNOUNCEMENT
NURSING INSTRUCTOR**

POSITION INFORMATION:

The vacancy is located at 3400 Aerojet, El Monte 91731. Free employee parking is provided. This position is eligible for a 9/80 work schedule. Public transportation services are also very convenient.

MINIMUM REQUIREMENTS:

- Must currently hold the payroll title of Nursing Instructor or be reachable on the NI list
- Valid California Driver's License

DUTIES MAY INCLUDE BUT ARE NOT LIMITED TO:

- Assess the learning needs of all staff members on an ongoing basis related to CMS Program.
- Formulate and develop educational programs and materials to meet the identified learning needs.
- Set measurable learning goals and objectives.
- Develop and implement evaluation mechanisms for educational programs.
- Develop and implement new policies and procedures.
- Plan, develop, and implement the use of evaluation tools to measure the effectiveness of training efforts and modify training content and/or methodology as indicated.
- Participate in preparing staff for State Site Reviews.
- Demonstrate expertise in and on the presentation of CMS program service and benefits.
- Provide consultation to all CCS medical Case Management staff
- Serve as a resource regarding CCS policies and regulations with the state/regional office.
- Provide consultation to the CMS Program.
- Coordinate ongoing continuing educational classes and maintain records.
- Participate in activities/committees to enhance professional expertise.
- Participate in curriculum development and course content.
- Conduct studies to improve curriculum development, course content, and learning findings, and report finding to colleagues.
- Participate in appropriate committees and projects.
- Participate in educational and outreach activities to promote CMS organizational services and eligibility to families, caregivers, health care providers, and organizations that serve children with special health care needs and children from low-income families.
- Participates in community based events, outreach activities, in-services, trainings to promote awareness of CMS and related topics.

DESIRABLE QUALIFICATIONS:

- Strong written and oral communication skills as well as presentation skills
- Training in pedagogic theory
- Experience in providing instruction to nurses
- Curriculum development skills

Interested individuals should submit a letter of interest, resume, last two (2) Performance Evaluations and Time Records for the last two (2) years, and any additional information the candidate wishes taken into consideration to:

Stefanie Ly
Children's Medical Services - California Children's Services
9320 Telstar Ave., Ste. 226
El Monte, CA 91731
Fax: (626) 569-9298

Email: sly@ph.lacounty.gov

**This position will be filled as qualified candidates are interviewed
Only the most qualified applicants will be called for interview**