



COMMUNITY COLLEGE
OF RHODE ISLAND

Division of Institutional Equity and Human Resources

POSITION DESCRIPTION

TITLE	Simulation Technician
POSITION NO.	502396
LOCATION	Lincoln Campus
REPORTS TO	Coordinator of Nursing Clinical Education.
GRADE PSA 9	
WORK SCHEDULE	35 hours per week, to be arranged by Coordinator of Nursing Clinical Education. Approximately 40% days and 60% evening/weekend. Mon, Weds, Fri 2-10p; Thurs 11a-7pm; 20 Saturdays; 20 Sundays 8-4pm; schedule may vary depending on demands of simulations
SUPERVISES:	May supervise student help.
REVISION DATE	03/19/2024

JOB SUMMARY:

Under direction and supervision of the Coordinator of Nursing Clinical Education, the individual will provide technical support for all simulation operations, including, but not limited to: maintenance and repair of computerized mannequins (software and hardware).

DUTIES AND RESPONSIBILITIES:

- Understand the use and operation of different simulator technology
- Serve as simulator operator running pre-programmed scenarios with faculty instructors, assuring all equipment is set up for course programs
- Support/assist in role playing applications, props placement and moulage set-up
- Provide technical assistance, support and training to faculty, instructors and staff in use of simulation equipment, as necessary
- Maintain inventory of supplies and equipment and conduct routine inventory updates
- Provide recommendations for budgeting and purchase of equipment, supplies and materials
- Conduct ongoing maintenance of all simulation equipment, including cleaning, repairing, assuring that all equipment is maintained in good working order at all times
- Maintain record of repairs required and completed
- Interface with equipment manufacturers regarding equipment troubleshooting and system problems
- Maintain current knowledge of simulation equipment catalogs and operation manuals
- Participate in technical training as necessary
- Assist with special projects or initiatives as needed
- Assist the Coordinator of Nursing Clinical Education in equipment budgeting for Center
- Assist faculty with the development of new skills modules
- Demonstrate a commitment to the philosophy and mission of a comprehensive community college
- Work collaboratively in a diverse, inclusive and student-centered environment, and with students of various learning styles, cultures, identities, and life-experiences
- Perform other related duties

LICENSES, TOOLS, AND EQUIPMENT:

- Various office equipment which may include computers, typewriters, telephones, copy machines, calculators, fax machines, etc.
- Must have access to and use of own transportation.

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

REQUIRED QUALIFICATIONS:

- Associate's degree in technology or a health-related field
- Must be able to independently move equipment (less than 25 lbs.) and move manikins (less than 50 lbs.)

with the assistance of others

PREFERRED QUALIFICATIONS:

- Bachelor's degree in Computer Science, technology, or health-related field
- Previous experience in simulation lab
- RN, EMT, Paramedic, or Certified Respiratory Therapist
- Knowledge of patient simulation, technologies and applications
- Knowledge of computer hardware equipment and software applications relevant to simulator functions
- Knowledge of audio/video equipment and software for recording, duplication, mixing and editing
- Proficiency in MS software applications including MS Outlook, Word, Excel, and PowerPoint as well as Internet and database applications
- Ability to learn new software and hardware quickly and independently
- Ability to assess, troubleshoot, and fix equipment failures in a timely fashion
- Ability to maintain confidentiality regarding job assignments and sensitive issues
- Ability to work with internal and external individuals from different disciplines and different levels of training
- Strong written and verbal communication skills
- Self-motivated and ability to work effectively in team environment
- Flexibility and adaptability in dynamic environment; able to work evenings/weekends on as needed basis
- Excellent organizational skills

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.