TRENT/FLEMING SCHOOL OF NURSING
PETERBOROUGH, ONTARIO, CANADA

CUPE 1 - BARGAINING UNIT POSITION

TRENT UNIVERSITY

Confirmed by the Office of the Dean: MW
Pending Budgetary Approval: Yes
Emergency Posting in accordance with 5.05.03 (iv) of the Collective Agreement: ☐

Department: Trent/Fleming School of Nursing

Posting Number: 26-1022

Posting Date: 10/22/2026

Closing Date: 11/11/2026, 4:00pm

Position Title: Clinical Course Co-Ordinator

Course Number: NURS 3021H

Course Title: Clinical Practice Focused on Chronic Disease Management

Campus Location: Symons

Delivery: In-person

Term: Winter

Position Start Date: 1/3/2027

Position End Date: 5/1/2027
Number of Positions or Workshops Available: 1

Base Stipend or Hourly Rate (Incl. 4% vacation pay*): $47.54
**Individuals with 5 years of continuous service receive 6% vacation pay.*

Maximum Hours for Hourly Positions: 123

Projected Total Class Enrolment: 95

Maximum Size of Group/Workshop: 10

Class times and locations are subject to change. Details can be found at:
http://www.trentu.ca/timetable/

NOTE: This position may be subject to Right of First Refusal.

DESCRIPTION OF COURSE AND DUTIES:

Group practice in a hospital setting focused on chronic disease or palliative treatment. Practice settings: complex continuing care medicine, mental health, rehabilitation, palliative care, high acuity long term care. Learning Centre activities include medication administration, VAC treatments, feeding pumps, patient-controlled pumps, and assessment of consciousness,

orientation, and pain.

Clinical Course Co-Ordinator is responsible for:

- Preparation and presentation of a course orientation with the approved course syllabus
- Update of course syllabus and lab manual
- Creating and maintaining Blackboard course site
- Organization of enhanced learning activities
- Provision of support for clinical faculty and students during placement including creation of clinical and lab groups
- Attendance at faculty orientation, course meetings, etc
- Maintenance of reasonable hours for student contact outside of scheduled hours
- Submission of grades by the university deadline including a breakdown of graded components
- Collection and tracking of clinical evaluations to ensure receipt of such prior to grade entry

QUALIFICATIONS:

- PhD in nursing or a directly related field (completed or in progress) preferred; master's degree in nursing or master's in directly related field with baccalaureate in nursing required. One graduate degree must be in nursing or nursing education.
- Evidence of continuing professional development.

- Must be a member in good standing with the College of Nurses of Ontario.
- Experience using digital learning resources with students, including performing student assessments, and in the appropriate application of technology to support instruction, interaction, student self-directed learning, and collaboration.
- Demonstrated expertise in course-related clinical nursing practice through research, practice and/or teaching.
- Minimum teaching experience of two years full-time or four semesters part-time in a baccalaureate nursing program. Proven leadership/management/administrative experience.

APPLICATION PROCEDURES:

Submit applications to nursingadmin@trentu.ca and include the following:

- Posting number
- A cover letter
- An up-to-date curriculum vitae
- Names, phone numbers and e-mail addresses of three references
- If you are an enrolled Trent University Graduate student applying for this position, complete the Trent University Graduate Student Approval Form and submit it with your application.

For Multiple CUPE Applications to the School of Nursing:

- Submit only one application email
- Clearly list all positions, citing posting numbers
- Include order of preference of positions
- The number of positions you are applying for, for postings with multiple positions available.

Those holding RFR for a position, only submit an up-to-date C.V. and identify the posting number.

Only complete applications received by the posting closing date to nursingadmin@trentu.ca will be considered. Misdirected, incomplete and/or applications with incorrect posting numbers will not be accepted.

The detailed terms and conditions of employment in relation to this position are in accordance with an existing collective agreement between the University and the Canadian Union of Public Employees, Local 3908.

Trent University is actively committed to creating a diverse and inclusive campus community and encourages applications from all qualified candidates. Trent University offers accommodation for applicants with disabilities in its recruitment processes. If you require accommodation during the recruitment process or require an accessible version of a document/publication, please contact nursingadmin@trentu.ca.

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

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