

Position: Clinical Operations Specialist	Position Number:
Department/Site: Nursing and Allied Health	FLSA: Non-Exempt – (Classified CSEA)

Assists faculty in managing recording equipment, monitoring student safety, and manipulating simulator during scenarios;

In collaboration with faculty, performs pre- and post-simulation activities; operates debriefing equipment; solicits and provides informed critical feedback on activities;

Orders supplies, materials, and equipment for on-campus laboratory equipment; maintains inventory, replacement, and purchasing lists;

Performs preventative maintenance and repair of simulation, media, and computer equipment in the lab; diagnoses serious e

The successful candidate must already have or complete the American Heart Association Basic Life Support certification within three months of hire.