



Health Care Assistant Practical Instructor

Excel Career College is a well-established and accredited private college serving the Vancouver Island region. We specialize in post-secondary career education related to specific skill training for selected industries. At Excel, we are a “people first” business, where community is built through relationships, and people are supported and encouraged to overcome challenges and create opportunities for themselves. Excel understands the uniqueness of each learner and as such, our staff aim to develop strong personal relationships with each new student.

We currently have an upcoming opportunity for a **Health Care Assistant (HCA) Practical Instructor** located in Campbell River. This is a contract, part-time position. Hours are expected to be up to 32 hours per week. **Health Care Assistant (HCA) Practical Instructors** instruct and supervise students in care facilities (multi-level and complex care) and monitor student practicum placements.

NOTE: Temporary housing will be arranged for successful candidate(s) who do not reside in the region. Alternately, Excel can also negotiate travel expense reimbursement for successful candidate(s) wishing to commute from outside the region."

Job specific responsibilities

- Liaise with selected extended care facilities and being the “point person” for communication between the student and site.
- Manage and mentor student relationships and expectations.
- Assess, evaluate and report attendance, student progress and outstanding issues to the HCA Program Coordinator and Excel administration.
- Ensure that students are meeting the HCA Registry requirements for practical/practicum placements and graduation.
- Adhere to the policies and mandates of Excel Career College and the BC Care Aid & Community Health Worker Registry: <https://www.cachwr.bc.ca/educators.aspx>
- Maintain a positive and caring learning atmosphere consistent with Excel’s values.

Skills and attributes

- Strong interpersonal, oral and written communication skills.
- Highly engaging personality with experience teaching and coaching adult learners.
- Collaborative team player.
- Well organized and able to establish priorities and meet deadlines.
- Excellent problem identification and solving abilities.



Qualifications

- Current full registration or non-practicing registration with the CLPNBC, CRNBC, or the CRPNBC,
- Completion of Provincial Instructor Diploma or equivalent education, or previous teaching experience with satisfactory references and positive performance evaluations,
- Two or more years of full-time nursing experience (1 year=1400 hours),
- Relevant knowledge of the Canadian health care system, the roles and responsibilities of healthcare team members, and current policies and procedures within residential and community care settings,
- Nursing work experience that includes experience in working with older adults with complex health needs, and/or experience or orientation in home support and multi-level/complex care.

Compensation and benefits

At Excel Career College we are pleased to offer the following:

- Competitive compensation package
- Health, dental and LTD packages
- Selected flexibility in work schedule
- Travel mileage reimbursement, when applicable
- A fun, team based, work culture

Applicants can send their resume and cover letter to admin@excelcareercollege.com, or you can drop it off at our office in Courtenay.

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For more information on Excel Career College, please go to www.excelcareercollege.com