



CAREER OPPORTUNITY

EXTERNAL ONLY

Classification: Lead Instructor
Location: North Battleford

Program: Psychiatric Nursing
Competition #: 66-BC-2526

Date Posted: October 1, 2025
Term: ASAP – June 19, 2026
Perm, On-Going, Full-Time, 199* days
(1.0 FTE)
*2025-2026 Pro-rated number of days
based on start date
2026-2027 Going Forward 199 days plus
30 additional Lead Instructor Days

Closing Date: Open Until Filled
Salary Range: As per the Collective Agreement
Market Stipend: \$10,000.00 Pro-rated based on FTE

The commencement of this position is subject to funding decisions, which are beyond the control of North West College, and therefore subject to change. This is an in-scope position.

Main Responsibilities: Reporting to the Sr. Health Care Programs Coordinator, the Lead Instructor is responsible for providing instruction in the Psychiatric Nursing Diploma program, based on their individual expertise and the evolving needs of the program. While instructional responsibilities will vary, the position will serve as the initial point of contact and work in collaboration with the Coordinator. The role includes organizing and delivering curriculum to achieve established learning objectives, engaging with students to support a positive and successful learning experience. As the Lead Instructor, the position mentors and supports other psychiatric nursing instructors. The Lead Instructor is additionally responsible for creating the schedules and identifying instructional coverage.

- ♦ Accesses and prepares course outlines and classroom instruction content to meet curriculum requirements.
- ♦ Identifies resources required for program delivery.
- ♦ Delivers classroom instruction consistent with the established curriculum, instruction plans, learning outcomes, instructional plans, learning objectives and with adult education principles.
- ♦ Utilizes adult education principles, methodologies and techniques including determining when different teaching styles are required to address differing learning needs.
- ♦ Implements student examinations and learning assessment tools that meet and follow the curriculum and College guidelines, standards and requirements.
- ♦ Implements in the course presentation, references to life and cultural experiences that connect to the subject material and enhance student comprehension and learning.
- ♦ Organizes and manages the classroom to ensure an optimum learning environment.
- ♦ Establishes, communicates and implements classroom participation and activity protocols, procedures and expectations.
- ♦ Administers the College attendance policy including recording daily student attendance and reporting attendance.
- ♦ Engages with, motivates and provides support to students in order to contribute to a positive and successful learning experience.
- ♦ Monitors and provides feedback on student classroom participation and learning progress.
- ♦ Counsels students on classroom participation and study techniques to enhance their learning ability and success in the program.
- ♦ Records and submits student assessment and evaluation marks on all tests, assignments and projects.
- ♦ Identifies student learning issues and refers students to, or consults with professional assistance.
- ♦ Implements student learning assistance plans as may be established.
- ♦ Assumes responsibilities outside the classroom by participating in College projects, programs, and activities as needed.
- ♦ In collaboration with Saskatchewan Polytechnic and the Sr. Health Care Programs Coordinator, creates the course content schedules for all three years.
- ♦ In collaboration with the Coordinator, ensures Instructional coverage for all classes.
- ♦ In collaboration with Saskatchewan Polytechnic, monitors quality assurance for all courses.
- ♦ Mentors staff within the Psychiatric Nursing program.
- ♦ Liaise with the Student Services Department as necessary, to support student success.
- ♦ Performs other responsibilities and duties as may be assigned to contribute to the success of student learning and a positive participation experience in College programs and activities.

Teaching Assignment: (May include, but not limited to):

- ♦ Theory Instruction
- ♦ Instruct Labs
- ♦ Instruct or supervise students during Clinical Practice Education Learning

Qualifications, Skills, Abilities and Experience:

- ◆ Baccalaureate Degree in Psychiatric Nursing, Nursing, or a Diploma in Psychiatric Nursing with a degree in a related field.
- ◆ Eligible for registration with the College of Registered Psychiatric Nurses of Saskatchewan and/or the College of Registered Nurses of Saskatchewan.
- ◆ Minimum of three years recent and relevant clinical/teaching experience with a focus on mental health.
- ◆ Must have a valid Driver's License as travel is a required element in the supervision of students;
- ◆ Knowledge of and ability to use and operate standard office software including word processing, e-mail, spreadsheets, PowerPoint and the internet.
- ◆ Knowledge and ability to use standard office and classroom equipment.
- ◆ Ability to apply the principles, methodologies and techniques of Adult Education.
- ◆ Ability to identify student learning challenges and difficulties.
- ◆ Ability to organize, prepare and present information in a concise and complete manner which will allow others to understand and comprehend the course material and learning objectives and achieve desired learning.
- ◆ Ability to engage with students in a positive manner that assists and motivates them and contributes to their learning success.
- ◆ Demonstrated ability to have positive interpersonal relationships with all educational stakeholders: staff, partners and clients.
- ◆ Ability to work within a multi-cultural environment and to promote and encourage diversity, individual dignity and mutual respect.
- ◆ Ability to plan, organize, schedule and prioritize work and activities and perform effectively taking into account interruptions, conflicting and changing priorities and demands and application of deadlines.
- ◆ Ability to analyze, conceptualize and synthesize student needs and adapt teaching styles when necessary.
- ◆ Ability to manage classroom behavior and encourage and manage discussion groups with differing language skills, opinions, experience and backgrounds.
- ◆ Ability to work independently as well as collaboratively with a variety of individuals including colleagues, managers and students to establish and maintain a positive working relationship to achieve operational and program effectiveness.
- ◆ Ability to establish and maintain records appropriate to support program operational and information needs.
- ◆ A satisfactory criminal records check, with the vulnerable sector search is a condition of employment with North West College.

Qualifications are subject to review and approval of Saskatchewan Polytechnic.

If you are interested in this position with the College, please complete an application for Employment. The application is located on the website at www.northwestcollege.ca Please provide a letter to Human Resources outlining how you meet the qualifications, knowledge, education and skills as identified in the posting.

Submit Applications to:

Human Resources
 North West College
 10702 Diefenbaker Drive
 North Battleford SK S9A 4A8
 Fax: 1.306.445.2254

Please Quote Competition #66-BC-2526

NWC thanks all those who applied however only those selected for an interview will be contacted.

Email: nwrccareers@northwestcollege.ca