Effective Date: October 2022

Job Title: Basic Life Support (BLS) Instructor

Classification: Hourly ($17/hr)

Job Code: 4104

Department / Center: Student Affairs

Reports To (Job Title): Student Engagement Coordinator

The University of Colorado Anschutz Medical Campus seeks individuals with demonstrated commitment to creating an inclusive learning and working environment. We value the ability to engage effectively with students, faculty and staff of diverse backgrounds

**Who We Are:**

A national leader in health care and life sciences, CU Anschutz is the only comprehensive academic health sciences center in Colorado and the largest in the Rocky Mountain region. Located in Aurora, Colo., it is one of the newest education, research and patient care facilities in the world. With six schools and colleges, CU Anschutz trains the health sciences workforce of the future by blending education, research and clinical care all in one place. This strategic collaboration among diverse health care fields allows knowledge to travel directly from the research bench to the patient’s bedside. [Read CU Anschutz Quick Facts here](http://www.ucdenver.edu/about/WhoWeAre/Documents/CUAnschutz_facts.pdf).

1. **PURPOSE/SUMMARY OF JOB:**

This posting is for student instructors to teach the Basic Life Support (BLS) program.

The Office of Student Affairs offers a Basic Life Support for Healthcare Providers course. This course is certified through Rocky Mountain CPR and The American Heart Association. It is open to students, faculty, staff, alumni and community members.

Student instructors teach the courses which are offered several times per week (Monday – Thursday 4:30-9:30pm) throughout the school year. The Office of Student Affairs pays for the student instructors to be professionally trained and American Heart Association Certified. Once certified, each student employee will be scheduled to teach the BLS courses.

**II. DUTIES AND RESPONSIBILITIES:**

Volunteer Student Instructor Expectations

* Commit to teaching 1-3 courses per month
* Commit to teaching at CU for 2 years
* Mandatory instructor certification training (paid by Student Affairs office)
* Must attend 2 equipment check and cleaning lunches/sessions
* If assigned a course and unable to attend, student instructor must find a replacement
* Be on time to all classes (by 4:30pm)

Volunteer Student Instructors Can Expect

* 2 year AHA certified trainer status while teaching at CU
* Resume building experience teaching in a healthcare environment
* Working collaboratively with other student instructors/team teaching

**III. QUALIFICATIONS:** Any equivalent combination of education, experience, knowledge, skills, and abilities.

* Proficiency in oral and written communication
* Ability to work in fast paced, professional office setting and ability to handle stressful situations
* Prior experience working in a customer service setting
* Outgoing and friendly
* Ability to multi-task
* Exceptional interpersonal skills required – courteous, polite, professional and respectful
* Ability to work autonomously
* Motivated to go above and beyond

Education:

Associates Degree (preferred)

Experience:

(see above)

Knowledge/Skills/Abilities:

(See Above)

This Job Description reflects CU Anschutz’s best effort to describe the essential duties and essential qualifications of the job. It is not an exhaustive statement of all the duties, responsibilities or qualifications of the job. This document is not intended to exclude an opportunity for modifications consistent with providing reasonable accommodation. This is not intended to be a contract. Your signature indicates you have had the opportunity to review and discuss your job description with your supervisor and that you understand the essential duties and essential qualifications of the job.

*(Please read the paragraph above before signing)*

**Employee:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Print Name Signature Date

**Supervisor:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Print Name Signature Date