

**MURRAY STATE COLLEGE**  
**Tishomingo, OK 73460**

**Job Description**

**Instructor**  
**PHYSICAL THERAPIST ASSISTANT PROGRAM**

**General Description/Primary Purpose:**

The Instructor will work with current faculty to support student learning in PTA courses. This position will facilitate learning both in the classroom and via distance education components of the courses.

**Classification:** Permanent Part-Time Faculty

**Appointment:** 90-day appointment over 12 months – Renewable Annually

**Overview:** Murray State College is a small, open-door community college that provides personal growth and professional success opportunities to students of all educational backgrounds. Employees at MSC will flourish in a family-like environment that offers collegiate support and opportunities for advancement.

Located in the heart of the Chickasaw Nation, MSC's service area is comprised of small towns with a low cost of living and numerous natural attractions which offer fishing, hiking, and camping. Conveniently located within a two-hour drive of Dallas and Oklahoma City, MSC offers the best of both worlds: small-town life with access to big-city offerings.

**Description of Duties and Tasks:**

**Essential Job Functions:**

1. Functions as an integral part of the PTA program faculty to ensure that the PTA curriculum reflects trends in education and current physical therapy practice.
2. Perform instructional duties in the physical therapist assistant program including teaching, and participating in student assessment in selected courses with specific focus on psychomotor skills in the PTA Lab.
3. Assist in overall program evaluation with program director and other faculty.
4. Use technology in education to deliver in class and on-line content as appropriate.
5. Participate in the instructional process to provide the educational experiences necessary for student learning and success in the clinical education environment.
6. Maintaining effective and organized course materials for selected courses within the PTA curriculum.
7. Develop and maintain productive working relationships with other faculty members and with health agencies and community groups utilized for student learning experiences.
8. Maintain accurate and current administrative records which are readily available.
9. Demonstrate awareness of and sensitivity to cultural diversity as it impacts curricula and instructional practices.
10. Assist in continuing education (CEU) offerings, including organization, content development, presentation, and promotion.
11. Understand and promote the philosophy, purposes, and curriculum goals of the PTA Program.

12. Be informed of APTA's policies relating to PTA education, practice, the current and evolving role of the PT and the PTA in the health-care system.
13. In conjunction with program personnel become familiar with and work to enhance admission, promotion, and graduation standards/policies, as well as the related forms and materials.
14. Serve on the PTA program advisory committee.
15. Support the "Writing Across the Curriculum" by encouraging students to use the library and other appropriate information resources.
16. Participate in on-going continuing education to increase professional clinical and teaching skills as needed to maintain effective teaching.
17. Upon employment the successful candidate must complete mandatory NIMS (National Incident Management System) training modules, IS-100 HE and IS-700a, through the Department of Homeland Security as directed by the MSC administrative staff and campus police.
18. To meet objectives of virtual work-related situations and/or extended periods when working from home all faculty and staff must have access to 24/7 reliable off-campus Internet.

**Required Knowledge, Skills and Abilities:**

1. Demonstrate a scholarly level of understanding of all subject matter to be taught.
2. Demonstrate clear and effective communication skills (oral and written).
3. Demonstrate ability to show respect for colleagues and to show an attitude of cooperation to achieve common departmental and college-wide goals.
4. Create and maintain an atmosphere conducive to learning and development of each student.
5. Demonstrate ability to present well-organized lectures and critical thinking exercises which teach the scientific process and concepts related to the science of physical therapy.
6. Set up, maintain, and teach laboratory exercises that involve appropriate equipment, supplies and materials in the courses taught.
7. Use acceptable and rigorous methods of educational tests and methods to evaluate student learning, and assign valid grades that reflect level of student accomplishment.
8. Demonstrate a dedication to the teaching function through continual development, use of and assessment of effective teaching materials that use multimedia classroom instruction and online classroom management software or programs (e.g. Blackboard.)
9. Possess knowledge/experience for use of technology in teaching including those used by all faculty or be willing to learn to use this technology.
10. Provide self transportation or drive college-owned vehicles when applicable to support program related development and/or student supervision.
11. Demonstrate support of the two-year college's role in higher education.
12. Demonstrate awareness of and sensitivity to cultural diversity as it impacts curricula and instructional practices.
13. Demonstrate participation in community service activities and programs.
14. Demonstrate experience or willingness to work effectively in a culturally diverse workplace and/or serving clientele from a variety of racial and cultural backgrounds.
15. Demonstrate an understanding of curriculum development and evaluation to assist in the ongoing development of the PTA curriculum.

**Other Ergonomic Requirements:**

Performance of job functions related to instruction requires some amount of stooping, reaching, lifting, walking, and carrying of supplies and light equipment. All individuals are required to be able to perform the movements without significant risk of injury to themselves or others, or to otherwise demonstrate or explain how they can perform the essential functions of the job.

**Hours:**

Generally, weekday hours will be 8:00 a.m. to 5:00 p.m.; evening and/or weekend hours may need to be established to meet student or program needs; some travel and additional hours will be required to attend meetings and fulfill obligations required of the position of Permanent Part-Time Faculty. Work days will be assigned and agreed to by PTA Program Director. Other professional activities can be scheduled in accordance with college policy and in cooperation of the Division Chair and Vice President of Academic Affairs.

**Qualification Standards:**

1. Minimum Educational and Licensure Qualification: Must hold an active Oklahoma license in good standing as a Physical Therapist Assistant or a Physical Therapist. Must hold at least a bachelor's Degree or higher in related field.
2. Preferred Educational Qualifications: Earned Doctorate in Physical Therapy (DPT) or Master's Degree in physical therapy or a related field. Academic preparation in the areas of administration, curriculum development, interpersonal relationships, and public affairs.
3. Minimum Experience Required: A background in clinical practice and competence in at least two of the following areas: didactic or clinical teaching, clinical practice as a PTA or PT with experience working as or with PTAs, administration, and curriculum development/evaluation.
4. Preferred Experience: Minimum of two year's successful clinical experience. Experience in academic or clinical teaching in a PTA or PT Program. Knowledge of requirements by the APTA for the accreditation of the PTA Program or be willing to learn these requirements for accreditation. A background in clinical practice with documented evidence of successful supervisory and management skills. Belief in the philosophy and objectives of a two-year college associate degree Physical Therapist Assistant Program. Professional employment experiences that demonstrate proficiency in the areas of administration, interpersonal relationships, public relations, and curriculum development. Experience and/or training in teaching students who represent a variety of racial and cultural backgrounds.

**Professionalism:** Faculty at MSC are expected to demonstrate dedication to teaching and professional competence, integrity, and enthusiasm in performing all responsibilities.

**Image:** MSC employees are expected to maintain a neat, well-groomed, and professional image at all times while performing their responsibilities. All faculty must follow the departmental dress code.

**Background Check:** The successful candidate must give permission to conduct a formal background check, and employment is contingent upon the results of the national criminal and sex offender background check.

**Application Process:**

Applicants must submit the following:

1. Letter of application
2. Résumé
3. College Transcripts with Official transcript(s) required upon employment
4. Murray State College employment application

Apply to:

Human Resources Office  
Murray State College  
One Murray Campus  
Tishomingo, OK 73460  
humanresources@mscok.edu

Telephone Number: 580-387-7400

**Application Deadline:** Review of application will begin immediately and continue until filled.

MSC participated in E-Verify.

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**MURRAY STATE COLLEGE IS AN AFFIRMATIVE ACTION/  
EQUAL OPPORTUNITY EMPLOYER**

Murray State College, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Americans with Disabilities Act of 1990, and other Federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admissions, employment, student financial aid, and educational services.

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