



CCA Clinical Instructor

Competition #OA2526-14

Position Title: Instructor
Classification: Instructional
Position Description: Attached
Appointment Dates: May 25, 2026 – June 12, 2026 14 days in Wynyard (84 hours); 7 days in Foam Lake (42 hours)
Hours of Work: To Be Assigned
Wage: Depending on qualifications and experience.
Location: **Foam Lake and Wynyard**

Note: This position may be filled by one or multiple instructors; please identify in your application if you wish to apply for Foam Lake or Wynyard.

This competition will close on **April 10, 2026**. All applications received on or before that day will be considered. To apply, please forward a letter of application quoting the competition number as indicated on the attached posting detail. Please forward (by e-mail or mail) all applications to:

careers@carltontrailcollege.com

**Human Resources Department
P.O. Box 720
Humboldt, SK S0K 2A0**

CCA Clinical Instructor

POSITION SUMMARY

Reporting to the Post-Secondary Programs Manager, the CCA Clinical Instructor will support CCA students in their clinical placements.

DUTIES AND RESPONSIBILITIES

- Provide supervision and coaching to students on their clinical placements in the Continuing Care Assistant program
- Manage the worksite to ensure an optimum learning environment
- Manage the worksite to ensure a safe environment including maintaining a clean and organized shop area and a hazard free learning environment.
- Provide appropriate evaluation, assessment and feedback to students
- Maintain records of achievement, attendance and other student-related information and report such information as required to appropriate individuals
- Identify resources and equipment appropriate to support curriculum/course implementation
- Be aware of and responsive to accommodation of special learning needs, including equity groups and diverse learners
- Respond to curriculum/course demands and make necessary adjustments according to learner needs
- Engage learners in learning activities designed to strengthen ties to work and/or career development
- Develop working relationships with employers supporting students in work experience
- Work cooperatively in an interdependent team environment
- Apply regulations and policies adopted by Carlton Trail College
- Perform other duties as assigned

KNOWLEDGE, SKILLS AND ABILITIES

- Excellent communication skills
- Excellent interpersonal skills
- Demonstrated ability to work with individuals with special learning needs
- Ability to work with people from equity groups
- Ability to organize time effectively
- Ability to communicate effectively, both orally and in writing, with students, colleagues, support services and agencies
- Proven ability to work independently and make sound decisions while maintaining good judgment in keeping supervisor, coworkers, partners, employers and students apprised of important developments.
- Ability to maintain confidentiality of personal information at all times and in accordance with Local Authority Freedom of Information and Protection of Privacy Act
- Ability to adapt to changes in the work environment, structure, processes, requirements or cultures.
- Demonstrated ability to set high standards for oneself and others and accepting responsibility for all actions
- Exemplifies the College's cultural values of being respectful, inclusive, accountable, and innovative

EDUCATION

- Two-year post-secondary (RN or RPN)
- Bachelor of Science in Nursing is preferred
- Current registration with the College of Registered Nurses of Saskatchewan is required

EXPERIENCE

- Three or more years' clinical experience
- Experience in a classroom setting (minimum of 2 years)
- Training or experience in Adult Education is considered an asset

OTHER REQUIREMENTS

- Criminal Record Check and Vulnerable Sector Check that are both satisfactory to Carlton Trail College.