



Beaufort Regional Health System

JOB POSTING #: 10-43

DATE POSTED: JULY 8, 2010

POSITION: EDUCATION COORDINATOR

STATUS: FULL-TIME REGULAR (AT LEAST 72 HRS/PP)

ESSENTIAL JOB

DUTIES: The individual will:

- assume responsibility for coordinating designated resource personnel, staffing and scheduling activities, supplies and equipment, nursing informatics and statistical information, policies, procedures and protocols, under direction of Department Director
- assist in developing, implementing, and evaluating goals and objectives of the department and plans and provides for changes to attain current or new goals with the Director
- provide direction to assure the development and productive performance of department personnel

**MINIMUM ENTRY
REQUIREMENTS:**

- NC licensed RN
- Bachelor's degree or equivalent years of experience in field
- At least 2 years experience in healthcare field
- At least 2 years Education experience
- A strong interest/background in adult/health/nursing education
- Ability to lift equipment/chairs
- Ability to stand for prolonged periods of time, walk throughout hospital and hospital system