



**CHICA-Canada Online Novice Infection Prevention and Control Course**  
**Position: Instructors (Module 4) and Discussion Facilitator (Module 6)**

CHICA-Canada is currently seeking to fill two staff vacancies in the CHICA-Canada Novice Infection Prevention and Control (IP&C) online course. Details of the course can be found on the CHICA-Canada website.

**Instructor - Module 4 – Surveillance and Epidemiology (5 week module runs from Feb 11, 2013 to March 17, 2013):** The module consists of units on: Surveillance, Analyzing Information and Technical aspects of preparing reports. The work of the Module Instructor(s) will commence two months prior to the start date of the relevant module and continue for two weeks following the end date of the module. Co-applicants will be considered for the Instructor position.

**Duties of position:**

- Conduct a complete detailed review of the module material and update and revise content as necessary, in consultation with the Course Coordinators and Director Education.
- Set discussion questions, assignments and exam content for the module
- Grade assignments and exams, and provide timely feedback to students
- Participate in the module Discussion Forum, in collaboration with the Discussion Forum Facilitator
- Correspond with students and faculty, and resolve problems as necessary

Module 4 is 5 weeks in length with the final week of the module is allocated for a take-home exam. Although time commitments vary over the course of contract, Instructors should expect to devote an *average* of 15-20 hours a week. Workload will be heaviest during the preparation and exam-grading weeks of the module.

**Discussion Facilitator - Module 6 – The Environment in IP&C ( 5 week module runs from April 29,2013 to June 2,2013):** The module deals with Sterilization and Disinfection, Construction and Renovation, Environment Cleaning, Product Evaluation and Auditing.

**Duties of position:**

- Moderate the module's Discussion Forum, in collaboration with the Module Instructor
- Grade students' participation in the Discussion Forum and provide timely feedback
- Correspond with students and faculty related to discussion and content, and problem solving as necessary

Discussion Forum Facilitators should expect to devote an average of 15 hours per week during the module, but this may vary according to grading/discussion requirements.

**Qualifications:** The ideal candidates would be an IP&C Professional. An interest in, and demonstrated expertise in the particular module content. Applicants should be currently practicing in the IP&C field, with at least 5 years full-time experience in the last 8 years. Preference will be given to candidates who hold a current CIC and have experience in the education of ICPs. Experience in acute care and long-term care would be preferred. E learning experience with Blackboard would be preferred but training will be provided by the Course Coordinators. The candidate will have excellent communication (written and verbal) and organization skills, and be able to work with students and discussion forum facilitators from diverse settings. The successful candidate is expected to be a CHICA-Canada member.

**Remuneration:**

This is a paid position with a set amount for the entire contract is:

\$ 2900.00 for the Module Instructor  
\$25.00 per hour for the Discussion Facilitator

**Submission of Application:**

Candidates must submit a letter detailing their qualifications, along with a resume and at least two current references via email by **June 25, 2012** to [chicabasicde@mymts.net](mailto:chicabasicde@mymts.net)

Applicants will be notified of the final decisions by the end of June.

**More Information:** Additional information can be obtained by contacting the Course Coordinators - Heather Candon or Jane Van Toen at [chicabasicde@mymts.net](mailto:chicabasicde@mymts.net)