



**MEMORIAL UNIVERSITY OF NEWFOUNDLAND AND LABRADOR
FACULTY OF NURSING**

**Clinical Placement Coordinator (Satellite Sites)
3-Year ASM-CEII Appointment**

Memorial University is the largest university in Atlantic Canada. As the province's only university Memorial plays an integral role in the education and cultural life of Newfoundland and Labrador. Offering diverse undergraduate and graduate programs to almost 18,000 students, Memorial provides a distinctive and stimulating environment for learning in St. John's, a safe and friendly city with great historic charm, a vibrant cultural life, and easy access to a wide range of outdoor activities.

The Faculty of Nursing is located on the university campus and offers programs leading to a Bachelor of Science in Nursing (four-year program), a Master of Science in Nursing (practicum and nurse practitioner options), a Post Master's Nurse Practitioner Graduate Diploma, and the PhD in Nursing.

Memorial University Faculty of Nursing invites application for a full-time, 3-year contractual Clinical Placement Coordinator (Satellite Sites). This position will be responsible for coordinating clinical placements and providing clinical instruction for students in the BScN program. This is an Academic Staff Member (ASM-CFE) position that reports to the Dean of the Faculty of Nursing and is located on-site, preferably at the St. John's campus.

The Clinical Placement Coordinator (Satellite Sites) will work in collaboration with faculty instructors in all programs offered at the Faculty of Nursing, including the BScN (Collaborative) program and the Nurse Practitioner program. Some travel may be required within the province. The Clinical Placement Coordinator (Satellite Sites) works closely with the Associate Dean (Undergraduate Program) and the undergraduate team. They may be assigned other work related to the undergraduate program, as required. Duties include:

- Obtains clinical placements and preceptors for nursing students and may be assigned to be the instructor of a preceptored course.
- Monitors and ensures that all student clinical pre-placement requirements are met.
- Uses HSP net (software) to coordinate clinical placements and preceptors, and serves as the lead for HSPnet at the satellite sites of the Faculty of Nursing.
- Works with clinical placement coordinators at other sites/schools of the undergraduate program, and is responsible for clinical placements, and preceptors for specific courses for the satellite sites.
- Collaborates with the Associate Dean (Undergraduate Programs) and recommends and monitors student funding for clinical placements.
- Works with health care organizations and the university lawyer/risk management to develop and obtain clinical placement agreements, and recommends these agreements to the Dean.
- Provides in-services related to student placements to nurses and preceptors at clinical sites in collaboration with other faculty members.
- Reviews the clinical competency of students throughout the program and strategically matches students to optimal learning experiences.

- May be involved in special projects that enhance the delivery of clinical education in the BScN (Collaborative) Program at the Faculty of Nursing.

We welcome applications from individuals with a Bachelor of Nursing and a Master of Nursing who have a minimum of five years of experience in professional nursing practice. Ideally, the candidate should also have experience in HSPnet or other computer software for clinical placements, direct nursing practice, and clinical instruction in training/course delivery.

All successful applicants must hold a current practicing license with the College of Registered Nurses of Newfoundland and Labrador (CRNNL) as a Registered Nurse or Nurse Practitioner; provide a criminal records screening and vulnerable sector check; and an up-to-date immunization record.

Applicants should include: a letter which outlines relevant work experience and fit for the position, a curriculum vitae, and names and contact information (including email addresses) of three current references, one of which should be the applicant's current supervisor. Please submit completed applications electronically by **1700 hours on the closing date, December 8, 2025**, to:

**Dr. April Pike, Dean
Faculty of Nursing
Memorial University of Newfoundland
Email: DeanNurse@mun.ca**

Memorial University is committed to employment equity, diversity, inclusion and anti-racism, and encourages applications from all qualified candidates, including women; people of any sexual orientation, gender identity, or gender expression; Indigenous peoples; visible minorities, and racialized people; and people with disabilities. All applicants are invited to identify themselves as a member of an equity deserving group(s) as appropriate. Applicants cannot be considered as a member of an equity-deserving group(s) unless they complete an employment equity survey. Memorial is committed to providing an inclusive learning and work environment. If there is anything we can do to ensure your full participation during the application process, please contact equity@mun.ca directly and we will work with you to make appropriate arrangements.

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.

Only those candidates selected for an interview will be contacted.