



VACANCY POSTING NOTICE – April 15, 2025

Official Title of Position:	Medical Lab Clinical Coordinator/Instructor - Full-Time Faculty Position
Department:	Allied Health
Salary:	\$45,000 annually – 10-month annual contract (HealthForce KY grant funded)
Schedule:	Monday through Friday – 37.5 hours per week, dayshift, hours vary
Work Location:	The Innovation Center at HealthForce Kentucky, Owensboro, KY

Position Summary:

The MLT Clinical Coordinator will serve as key personnel necessary to coordinate the use of the space between Owensboro Health Regional Hospital (OHRH) Medical Laboratory Science (MLS) students and Henderson Community College (HCC)/Owensboro Community & Technical College (OCTC) Medical Laboratory Technician (MLT) students. The coordinator will also design and operate all laboratory simulation experiences for HCC/OCTC MLT students including inventory management, maintenance and quality control of equipment and laboratory tests, and proper transport of patient specimens from clinical sites.

Position Duties/Responsibilities:

- Coordination of simulation space among stakeholders; HealthForce Kentucky, HCC/OCTC and OHRH.
- Plan, design, and operate all clinical laboratory simulation experiences for students.
- Communication and collaboration with stakeholders; HealthForce Kentucky, HCC/OCTC and OHRH.
- Inventory and vendor management to include maintaining all vendor receipts, timesheets, and travel vouchers for documentation.
- Student performance evaluations as a clinical affiliate site for practicum students.
- Perform equipment maintenance and quality control procedures.
- Collaborate on inter-professional education opportunities within the Innovation Center.
- Provide a quarterly report to OCTC/KCTCS and HealthForce Kentucky on the status of the program, including but not limited to operations, enrollment, expenditures, funding, and partnerships, in accordance with HB 751.

Faculty responsibilities include committee work and other institutional services, community service, and professional development. The successful candidate must possess a strong commitment to student learning and will be receptive to using active and engaged teaching methods and technology in the classroom/**laboratory**. In addition, candidates should demonstrate an interest in the mission of the comprehensive community college concept.

Position Requirements:

- Bachelor of Science in Medical Laboratory Science from a NAACLS accredited educational institution (or Bachelor of Science in Biology or Chemistry) is required.
- MLS(ASCP) certification or equivalent is required.
- One year of generalist experience in a clinical laboratory performing waived, moderate, and high complexity testing is required.

Application Deadline: Open until filled. Will begin reviewing applications on April 30, 2025.

To Apply: Please visit our website to make application online: <https://careers.kctcs.edu/henderson>

In addition, please upload a letter of interest, resume, and transcripts.

Applicants will be notified if selected for an interview. Search may be extended if additional candidates are needed.

KCTCS offers an attractive work environment that supports excellence, innovation, and creativity. This position is a full-time, term-contraction is a full-time, term-contract position, with the expectancy of continuance based on performance. KY law requires state and national pre-employment background checks as a condition of employment.

The Kentucky Community and Technical College System is an equal educational and employment opportunity institution and does not discriminate on the basis of; race, religion, color, sex, gender identity, gender presentation, national origin, age, disability, family medical history, or genetic information. Further, we vigilantly prevent discrimination based on sexual orientation, parental status, marital status, political affiliation, military service, or any other non-merit-based factor.

