VITA
Jon H. Millen

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712-202-8575

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St. Luke's College
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EDUCATIONAL

Public Schools, Puyallup, WA, 1968-1976
Public Schools, Anchorage, AK, 1976-1981, Diploma
B.A. Psychology/Sociology, Evangel College, Springfield, MO, 1986
M. Div., North American Baptist Seminary, Sioux Falls, SD, 1997
D. Min., Sioux Falls Seminary, Sioux Falls, SD, 2008

MINISTERIAL

Public School Campus Leader, First Priority, Sioux Falls, SD, 1995-2000
Clinical Pastoral Education; 1996, 2004, 2009, 2010
Chaplain, Avera McKennan Hospital, Sioux Falls, SD, 1996-2000
Chaplain, Avera St. Lukes Hospital, Aberdeen, SD, 2008-2010
Licensed Minister, Assemblies of God Fellowship, 1996
Ordained Minister, Assemblies of God Fellowship, 1998
Air Force and Hospital Chaplaincy endorsement, Assemblies of God, 2000
Reserve Air Force Chaplain, 2001-2003, Honorable Discharge
Certified Prepare and Enrich Counselor 2006-Present
Fifth Step Pastor and Spirituality Lecturer for Chemical Dependency Unit
Provisional Chaplain, Association of Professional Chaplains, November, 2010
Candidate Supervisor, Association of Clinical Pastoral Education, March, 2012

ACADEMIC

Substitute Bible Teacher, Life Christian Academy, Tacoma, WA, 2001
Assistant Professor, General Education—Psychology/Counseling Courses, Trinity Bible College, Ellendale, ND, 2001-2006
Associate Professor, General Education—Psychology/Counseling Courses, Trinity Bible College, Ellendale, ND, 2006-2010
Vice President of Student Development, Trinity Bible College, March 2007—July 2007
Faculty Development and Welfare Chair, 2008-2010
NCA Criterion III chair for accreditation, 2007
Student Academic Progress Chair for Federal Financial Aid
Department Chair of Clinical Pastoral Education, St. Luke's College, Sioux City, IA, 2010-Present

ORGANIZATIONAL

Assemblies of God Fellowship
American Psychological Association
Association of Professional Chaplains
Association of Clinical Pastoral Education

Laura A. Mischke
2919 Jackson Street
Sioux City, IA 51104
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Education:

University of Missouri, Columbia, Missouri
Master's of Arts in Information Science and Learning Technologies (4.0 GPA)

Mount Union College, Alliance, Ohio
Bachelor of Science in Biology with a minor in English Literature
Graduated first in class, *summa cum laude*

Iowa Teaching License, Iowa Board of Educational Examiners, received 2010 (current)

Mandatory Reporter: Child and Dependent Adult Abuse, received 2010 (current)

Specialization in Consumer Health Information, Medical Library Association, received 2009 (current)

Certified Public Librarian, State of Nebraska, received 2007 (current)

Graduate, Nebraska Library Leadership Institute (week long institute sponsored by the Nebraska Library Commission featuring leadership training) (2007)

Employment History:

2011-present: Department Chair, Library (Supervisor: Dr. Richard Ayi)
St. Luke's College
2720 Stone Park Boulevard
Sioux City, Iowa
Duties: Manage daily operations of the library; manage college book store; supervise library employees and work study students; write and update library policies; prepare and maintain library and book store budget; collaborate with faculty to provide library support; promote library and book store; provide research assistance to faculty, students, and medical center staff; serve on College Cabinet; serve on various ad hoc committees as needed

2009-present: K-12 Teacher Librarian (Supervisor: Mr. Jeffrey Thelander)
Lawton-Bronson CSD
100 Tara Way
Lawton, Iowa
Duties: Manage all aspects of the library collection (this includes maintaining both the elementary school library in Bronson and the high school library in Lawton); write and update library policies; supervise library assistants and student workers; collaborate with faculty to provide library support and bibliographic instruction; maintain library equipment and assist faculty in its use; assist in the maintenance of the school website and provide faculty instruction and support in the maintenance of their course web spaces; teach courses, including faculty requested bibliographic instruction

sessions specific to their courses and assignments; promote library services to students and faculty; assist students and faculty in finding print and electronic information; chair the twice yearly book fair: managing volunteer workers, tracking sales, reordering and restocking as necessary, completing all financial reports

2009: Interim Director (Supervisor: Lance Hedquist)
South Sioux City Public Library
2121 Dakota Avenue
South Sioux City, Nebraska
Duties: Manage daily operations of the library; supervise staff; arrange for payment of library bills by the city; manage library budget; represent the library in the community

2008: Interim Assistant Director (Supervisor: Mr. Dan Nieman)
South Sioux City Public Library
2121 Dakota Avenue
South Sioux City, Nebraska
Duties: Arrange for payment of library bills by the city; assist in program development and implementation; represent the staff at board meetings; represent the library in the community

2005-2009: Youth Services Librarian (Supervisor: Ms. Joan Shaputis)
South Sioux City Public Library
2121 Dakota Avenue
South Sioux City, Nebraska
Duties: Manage youth services budget; plan and implement children's programming: began weekly story time which I continue to plan and conduct, organized and continue to advise a teen advisory board which meets twice a month, planned and conducted preschool activities for *Prime Time Family Reading Time* programs (a free bilingual family literacy program sponsored by the Nebraska Endowment for the Humanities for Spanish-speaking families that provides six-weeks of reading, discussion, and storytelling); plan and conduct special tours and activities for children's groups; plan and implement information literacy instruction for children's groups; visit schools and daycares; grant writing: wrote successful 2005-2006 *We the People Bookshelf* grant (a set of classic books for young readers awarded by the National Endowment for the Humanities), and successful Youth Services Grant from the Nebraska Library Commission for $600.00 to begin an infant and toddler story time; manage development of children's collection: select and deselect children's and young adult fiction, non-fiction and videos; varied circulation and reference duties

1995-2008: Self-employed as the owner of Lamb Creations, as a clothing designer
Duties: Design and alter clothing, business planning and accounting, marketing, customer service

1995: Laboratory Instructor in Biology (Supervisors: Dr. Jane Hey and Dr. Mary Leida)
Morningside College
1501 Morningside Avenue
Sioux City, Iowa
Duties: Design laboratory portion of biology course, write and present lectures, construct and grade assignments, assist students with laboratory exercises

Presentations:

2007: Nebraska Prime Time Training Workshop, Facilitator, preschool program discussion session, Grand Island, Nebraska

Published Abstracts:

Bass, L. and M.P. Simon. (1990). Seasonal Changes in Sexual Dimorphism and Sex Ratio in the Northern Cricket Frog *Acris crepitans*. Kansas Academy of Science.Vol.9:7.
Bass, L. and M.P. Simon. (1990). A Seasonal Study of Sexual Dimorphism and Sex Ratio in the Blanchard's Cricket Frog *Acris crepitans blanchardi*. Abstracts of the Annual Joint Meeting of the Herpetologist League and the Society for the Study of Amphibians and Reptiles, August, New Orleans, LA.

Research Experience:

1988-1989: Undergraduate Research Assistant (Supervisor: Dr. Martin Simon)
Department of Biology
Benedictine College
1020 North Second Street, Atchison, Kansas
Duties: Experimental and sampling design, field data collection, data entry and computer assisted data analysis, graphic development, production and presentation of research results

Special Skills:

Experience with *Follet*, *Sirsi, CyberTools,* and *Atriuum* library circulation software, operation of scientific equipment and techniques, experimental design and execution, statistical analysis and graphics production, oral presentation and report writing, experience with Windows XP and Mac OS X, experience with Microsoft Office products, experience with HTML code and web editors, experience with creating course content using Blackboard as a delivery system, experience creating digital tutorials

Honors and Awards:

2008 Houchen Bindery Beginning Professional Award given by the New Members' Round Table of the Nebraska Library Association
Northeast [Nebraska] Library System scholarship to attend the 2007 Nebraska Library Association/Nebraska Educational Media Association Annual Conference
Northeast [Nebraska] Library System scholarship to attend the Nebraska Library Leadership Institute
H. W. Wilson Foundation/Library Science Development Scholarship, University of Missouri, Columbia
Accepted into the Nebraska Library Leadership Institute, Nebraska Library Commission
Graduated *Summa Cum Laude* from Mount Union College
Psi Kappa Omega (Scholastic Honorary Society), Mount Union College
Upsilon Upsilon Chapter of Sigma Tau Delta (National English Honors Society), Mount Union College
Presidential Scholarship, Benedictine College

Professional Organizations:

Medical Library Association
- Nursing and Allied Health Resources Section

American Library Association
- American Association of School Libraries
- Association of College and Research Libraries
  - College Libraries
  - Distance Learning
  - Health Sciences Interest Group
  - Instruction

Nebraska Library Association:
School, Children & Young People's Section
Young Adult Round Table
New Members Round Table (Treasurer for 2008-2009 term)

National Education Association

Committee Service:

2009-2010: Technology Committee
2011: Student Grievance Committee

Community Service:

March 2005, to September 2005: Volunteer (Supervisor: Ms. Kathy Jacobs)
South Sioux City Public Library
Duties: Re-shelving books, Reading shelves, Miscellaneous duties as assigned

2003-2004 school year: Volunteer for Junior Achievement

1987-present: Member of P.E.O. (a philanthropic organization supporting the education of women)
Served as chaplain, recording secretary, and president

Marcia Moore

116 West 38th Street Sioux City, IA 51104
712-277-2605 (Home) 712-279-7962 (Work)
antiquemoore@aol.com

SKILLS SUMMARY

Clinical and didactic instructor with extensive experience in education and student assessment. Skilled in course development, classroom and clinical instruction.

EMPLOYMENT

Instructor January 2004 to present
School of Radiologic Technology
St. Luke's College
Sioux City, IA

- Developed courses in CT Imaging and Cross-sectional Anatomy
- Developed objectives and teaching strategies for the following courses:
  Radiographic Procedures I, II, III & IV, Pharmacology, Fundamentals, CT Imaging and Cross-sectional Anatomy
- Assist Clinical Coordinator in development of clinical objectives and assessment
- Supervise students and implement clinical competencies in the clinical areas
- Counsel staff technologists regarding student interactions
- Completed competencies and ARRT certification in CT
- Student Advisor

Interim Program Director January 2008 to June 2008
School of Radiologic Technology
St. Luke's College
Sioux City, IA

- Assumed management duties for the period
- Responsible for additional instruction in Physics and Seminar
- Transition the program, faculty, staff and students to a new program director

Instructor
North High School August 1995 to January 2004
Sioux City, IA

- Develop objectives and teaching strategies for the following courses:
  Biology and Chemistry
- Member of the school improvement committee
- Volleyball coach

Instructor/ Dean of Students August 1991 to June 1995
Bishop Heelan High School
Sioux City, IA

- Develop objectives and teaching strategies for the following courses:
  Physical Science and Chemistry
- Dean of Students responsible for student discipline
  Development of student attendance and discipline policies
  Counsel students and faculty regarding student discipline
  Counsel students regarding attendance issues
  Implementation of discipline and attendance policies

EMPLOYMENT

Instructor 1989 to 1994
Western Iowa Tech
Sioux City, IA

- Development of the limited radiography program
- Development of objectives and teaching strategies for the following courses: Physics, Radiographic Positioning and Anatomy, Radiation Protection and Imaging
  Coordinate clinical experience and competencies

EDUCATION

Computed Tomography Certification **2008**

Bachelor of Science **1979-1983**
Major in Biology and Education, minor in Chemistry
Cum Laude, Deans List, Dimmitt Scholar
Morningside College Sioux City, IA

Diploma in Radiologic Technology **1977-1978**
Marian Health Center School of Radiologic Technology
Sioux City, IA

Lawton-Bronson Community High School *Lawton, IA* **1973-1977**
Nation Honor Society, Student Council

PROFESSIONAL EXPERIENCE

Part-time Radiologic Technologist **June 2002 to August 2003**
Center for Neurosciences Orthopedics Spine PC
Dakota Dunes, SD

Part-time Radiologic Technologist **June 2001 to September 2001**
St. Luke's Regional Medical Center Clinics
Sioux City, IA

Full-time Radiologic Technologist **1988 to 1989**
Buena Vista County Hospital
Storm Lake, IA

Radiologic Technologist **1985 to 1988**
Marian Health Center
Sioux City, IA

- diagnostic radiology
- cardiology

Radiologic Technologist **1983 to 1985**
Morningside Family Practice
Sioux City, IA

ORGANIZATIONS

ASRT **2005 to present**
Iowa Society of Radiologic Technologist **2005 to present**
West Central District **2004 to present**
Iowa State Education Association **1995 to 2004**

Lorraine Sacino Murphy, MSN, RN-BC
Nursing Instructor, Department of Nursing Education
St. Luke's College, Sioux City, Iowa

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Office: (712) 279-3914, Fax: (712) 233-8017
E-mail: sacinolx@stlukescollege.edu

Home: 810 4th Avenue SE, Le Mars, IA 51031
(712) 548-5270

Education:

Briar Cliff University, Sioux City, Iowa
Master of Science in Nursing-Nurse Educator 5/11
Thesis title:
One Rural Midwest Community's Attitudes on Advance Directives

University of Wisconsin-Eau Claire, Eau Claire, Wisconsin
Bachelor of Science in Nursing 12/96
Graduated Cum Laude

United States Army, Fort Sam Houston, TX 2/90
Behavioral Science Specialist

Work Experience:

St. Luke's College
Nursing Instructor
Didactic and Clinical Instructor
Gerontology and Pharmacology
Spring 2010 - present

University of South Dakota
Clinical Adjunct Faculty:
Clinical Instructor: Associate Degree Nursing Program
Spring 2009

Western Iowa Technical Community College
Adjunct Faculty
Instructor: Clinical Pathology for Allied Health, HSC 218
Spring 2008
Clinical Instructor: Practical Nurse Program
Fall 2008
Clinical Instructor: Associate Degree Nursing Program
Spring 2009

Good Samaritan Society of Le Mars 9/05-9/09
Registered Nurse:
Staff nurse
Nurse Aide Course instructor

Syverson Lutheran Home, Eau Claire, WI 9/98-7/05
Registered Nurse:
Staff nurse
Wound care nurse
Staff development
Nurse Aide Course instructors

American Lutheran Home, Menomonie, WI 1/97-9/98
Registered Nurse:
Staff nurse

United States Army 7/89-7/92
Behavioral Science Specialist
Gulf War Veteran

Licensure/Certification:

Registered Nurse (RN), State of Iowa #113230 Current
Renewal date 9/15/13

BLS for Healthcare Provider (CPR & AED) Current
Renewal date 12/15/11

Dependent Adult and Child Abuse Mandatory Reporting Current
Renewal date 11/24/14

Gerontological Nurse Certification received 7/29/11

Professional Memberships

Sigma Theta Tau International: Theta Gamma-at-Large Chapter

Member since March 11, 2009

Officer for Scholarship since 2010

Gehlen Catholic School Health Committee member Current

Book reviewer:

Glencoe/McGraw-Hill Company, April 2002

K.A. Booth (Ed.), *Health care science technology: Career foundations*

Conferences/Nurse educator/Gerontological continuing education:

15 th Annual Gerontology Conference: 6.8 contact hours
Institute for Health Education, Sioux City, IA 11/16/05

Emerging Trends in Stroke Care: 5.1 contact hours
Mercy Medical Center, Sioux City, IA 8/7/06

Professionalism and Excellence in Nursing Education: Students and Academic Integrity
National League for Nursing, Audio-Web Seminar 3/6/07

Iowa Health Educator's Conference: Building Bridges to
Student Success: 20 contact hours
Indian Hills Community College, Ottumwa, IA 6/19-20/08

Teaching Evidence-Based Practice
Mount Mercy College, Newton, IA 9/26/08

Cardiology Conference: 6 contact hours
Mercy Medical Center, Sioux City, IA 10/21/09

Iowa Health Educator's Conference: 17 contact hours
Indian Hills Community College, Ottumwa, IA 6/17-19/09

Critical Skills for Nurse Educators: 6 Contact hours
PESI HealthCare, Sioux City, IA 11/16/09

Iowa Health Educator's Conference: Healthcare Education at the
Crossroads: 13.2 contact hours
Ankeny, IA 6/17-18/10

NCLEX Regional Workshop for Educators: 4.3 contact hours
Omaha, NE 10/29/10

33rd Annual Midwest Conference on Health Care in the Elderly: Cardiovascular Health
8.4 contact hours
Iowa City, IA 1/28/11

Stopping eating and drinking. American Journal of Nursing, September, 2009
2.4 contact hours 5/12/11

Life-support interventions at the end of life: unintended consequences. American Journal of Nursing, January 2010
2.4 contact hours 5/12/11

Conferences/Nurse educator/Gerontological continuing education:

Case study: Dying with a stage IV pressure ulcer. American Journal of Nursing, January, 2009.

2.5 contact hours 5/12/11

Interventions to promote physical activity in chronically ill adults. American Journal of Nursing, July 2010.

2.4 contact hours 5/12/11

Strategies for feeding patients with dementia. American Journal of Nursing, April 2011.

2.6 contact hours 5/12/11

The use of algorithms in assessing and managing persistent pain in older adults. American Journal of Nursing, March 2011.

2.9 contact hours 5/12/11

How should I touch you? A qualitative study of attitudes on intimate touch in nursing care. American Journal of Nursing, March 2011.

2.9 contact hours 5/12/11

Iowa Health Educator's Conference: Innovations in Healthcare Education:

13.2 contact hours

Ankeny, IA 6/16-17/11

Chronic Disease Management Conference:

St. Luke's Regional Medical Center, Sioux City, IA

6.0 contact hours 9/16/11

Training:

Workshop for Nursing In-service Instructors

Vi Moran Associates, Madison, WI 12/1-2/99

Targeting Tardive Dyskinesia: Clinical Assessment Techniques

University of Wisconsin-Eau Claire, WI 6/7/01

Alzheimer's/Dementia (CCDI) Training: 6 contact hours

Northwest Iowa Community College, Sheldon, IA 5/1/06

Leading with Spirit: Training Course on Supervision

Good Samaritan Society, Le Mars, IA 8/06

Train the Trainer for Nurse Aide Instruction

Southwestern Community College, Creston, IA 3/7/08

Mandatory Adult & Child Abuse Reporter Training: 3 contact hours

Floyd Valley Hospital, Le Mars, IA 11/24/09

Community-Based Psychological First Aid

Floyd Valley Hospital, Le Mars, IA 09/15/11

Presentations

Briar Cliff University Sister Patricia Miller Nursing Research in Action Seminar

Title: "My Thesis Journey" 5/4/2011

Volunteer work

Plymouth County Medical Reserve Corp member, June, 2011

"Then feed just one" Gehlen Catholic School mobile food-packing activity, May 6, 2011

Vacaction bible school game leader, Le Mars, IA, June 6-10, 2011

Boy Scouts Troop 184, Le Mars, Iowa: Plymouth County Fair 2011

Gehlen Catholic Marching Band: Plymouth County Fair 2011

MARY OTTERBY
605 SOUTH RIDGE DRIVE
SOUTH SIOUX CITY, NE
(402) 494-3487
otterbml@stlukescollege.edu
otterbym@cableone.net

Education

University of South Dakota, Vermillion, SD
MA: Adult and Higher Education, 1989

South Dakota State University, Brookings, SD
BSN: Nursing, 1977

Work Experience

2011-present

St. Luke's College, Department of Nursing Education, Sioux City, IA
Title: Instructor

- Responsible for didactic content in NUR236 and NUR232. Facilitated student learning on the postsurgical and ortho units
- Served on the adhoc committee for meeting restructuring

2009-2011

St. Luke's College, Department of Nursing Education, Sioux City, IA
Title: Instructor

- Responsible for developing and presenting content in NUR245. Facilitated student learning experience on clinical oncology area
- Responsible for developing NUR245 course
- Coordinated the preceptor experience weekly conferences in NUR246
- Served on a variety of committees

1997 to 2009

St. Luke's College: Department of Nursing Education, Sioux City, IA
Title: Instructor

- Responsible for classroom, lab and clinical instruction in Nursing 101,
- Nursing 101C, Nursing 210 and Nursing 210C.
- Organized lab and clinical packets for students and faculty.
- Chair of Institutional Effectiveness Committee (2008-09)
- Responsible for presenting pharmacology 112, didactic and lab (fall 2008)
- Responsible for developing and presenting content in NUR236 (fall 2008)
- Responsible for developing and presenting Pharmacology 112, didactic and lab (2007-08)
- Lab and clinical instruction in Nursing 115 and Nursing 116 (2007-08)
- Coordinated the last offering of Nursing 210 and Nursing 210C (2007-08)
- Classroom instruction in Sioux City and Sioux Center. Facilitated student learning on a clinical oncology area (2007-08)
- Coordinated preceptor experience (2007-08)
- Supervised students in a variety of clinical settings, coordinated the preceptor experience

1983 to 1997

St. Luke's School of Nursing, Sioux City, IA

Title: Instructor

- Responsible for classroom instruction in Advanced Nursing and Nursing Perspectives.
- Supervised students in a variety of clinical settings.

1981 to 1983

St. Luke's Regional Medical Center, Sioux City, IA

Title: Staff Nurse

- Roles included providing direct care to medical clients, team leader, charge nurse, and orientation of new staff members.

1977 to 1981

McKennan Hospital, Sioux Falls, SD

Title: Staff Nurse

- Roles included providing direct care to medical/neurological clients, team leader, charge nurse, and orientation of new staff members.

Licensure/Certifications/Organizations

- Registered Nurse Nebraska License #59004
- Basic Cardiac Life Support Expiration date 01/2012
- Member of the National League for Nursing #395192

Workshops/Seminars Attended

- Tri-state Pulmonary Care Conference (2/2011)
- Skills day at hospital (10/10)
- Online Course Technology (8/10)
- 5th Annual Iowa Health Educator Conference (6/10)
- Skills day at Hospital (5/10)
- Emergency Medical Conference (3/10)
- 25th Cardiology Conference (10/09)
- 4th Annual Iowa Health Educator Conference (7/09)
- 3rd Annual Iowa Health Educator Conference (7/08)
- Respiratory Conference (2/08)
- Instructional Strategies: Enhancing Student Success (8/07)
- 2nd Annual Iowa Heath Educator Conference (6/07)
- Transfusion Practice Update (4/07)

Community Service

- First Lutheran Church greeter
- Soup Kitchen Volunteer
- St. Luke's Fall Festival (2010)
- East Middle School Career Day (4/2011)
- Nurses Day Table
- Participated in Fall Community Service day (2008, 2009, 2010,2011)

CURRICULUM VITAE

Michelle L. Ouellette
2700 Ivanhoe St
Sgt. Bluff, IA 51054
Ouelleml@stlukes.org

EDUCATION

Dakota State University
Madison, South Dakota
Bachelors of Science Business Administration,
Major Information Systems 1994-1998

EXPERIENCE

St. Luke's College
Specialist, Student and Administrative Services
Sioux City, Iowa
1999- Present

Stephanie R. Palmersheim, RN, MSN

Nursing Instructor, Department of Nursing Education
St. Luke's College, Sioux City, Iowa

October 24, 2011

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EDUCATION

Masters of Science in Nursing (September 2008)
University of Phoenix On-Line

Bachelors of Science of Nursing (May 2006)
Briar Cliff University, Sioux City, Iowa
Selected Achievements: Dean's List

Associates Degree of Nursing (May 1998)
St. Luke's College of Nursing, Sioux City, Iowa
Selected Achievements: Dean's List, Who's Who among College Students

PROFESSIONAL LICENSURE AND CERTIFICATIONS

Registered Nurse: Iowa License # 100656 (1998-Present)

Registered Nurse: Illinois License #041380218 (2009-present)

BLS for Heath Care Provider Certification: American Heart Association (1996- present)

PALS Provider Certification: American Academy of Pediatrics and American Heart Association (1999-present)

Neonatal Resuscitation Program (NRP) Provider Certification: American Academy of Pediatrics and American Heart Association (2007-present)

PROFESSIONAL MEMBERSHIPS

Sigma Theta Tau Nursing Honor Society, Theta Gamma Chapter –March, 2011-present
National League for Nursing Membership- 2010-present

FACULTY RANK AND TEACHING RESPONSIBILITIES

TEACHING:

2010-2012: Nursing Instructor at St. Luke's College, Sioux City, IA

2011- 2012: Co-taught Nursing 235 Nursing Care Across the Lifespan, third level nursing course in an ASN program. This course totaled 5 credits, typically having 12-18 students per course; Didactic teaching and clinical instruction of pediatric content. Course responsibilities included developing syllabi, scheduling, record keeping, grading, test writing, and development of teaching materials related to the pediatric content. Assisted with medical-surgical and oncology clinical teaching in NUR 245, fourth semester nursing course with critical care, trauma, oncologic and endocrine/metabolic content.

2010-2011: Co-taught NUR 236 Medical-Surgical Nursing in an ASN program. This course totaled 5 credits typically having an enrollment of 12-24 students per course. Didactic teaching included medical-surgical content of Homeostasis, Electrolyte Imbalances, Acid-Base Balances, Renal Failure, and Musculoskeletal alterations with clinical instruction on the Orthopedic unit. Course responsibilities included developing syllabi, scheduling, record keeping, grading, test writing, and development of teaching materials related to the medical-surgical content.

2007- 2009: Community and Staff Educator at Mercy Medical Center, Sioux City, IA

July 2007- January 2009: Taught the ABCs of Newborn Care to the community groups of soon to be parents. Instructional information included infant positioning and SIDS prevention, infant feeding options, bathing and diapering your infant, signs of illness, physical and mental development of the newborn, infant communication and infant massage with hands-on training to members of the community.

April 2007-July 2007: Medication Reconciliation Trainer. Taught provision of services to end users including revision and development of organization specific curriculum in order to train clinical and ancillary staff personnel on Medication Reconciliation. Worked in collaboration with other clinical trainers and instructed over 100 hours of clinical Medication Reconciliation training to nurses.

April 2005-February 2006: Clinical Trainer for the Electronic Medical Record (EMR) Charting System. Taught a provision of services to end users including revision and development of organization specific curriculum in order to train clinical and ancillary staff personnel on PowerChart functionality. Worked in collaboration with other clinical trainers and instructed over 100 hours of clinical PowerChart training to nurses, ancillary staff member, and physicians.

2003- 2006: Adjunct Clinical Nursing Instructor Western Iowa Tech Community College Sioux City, IA

September 2003-May 2006: Coordinated, instructed, and supervised Nursing II and III students on the skilled nursing unit, Pediatric and OB clinical areas at both Mercy Medical Center and St. Luke's Hospitals in Sioux City, Iowa. Other duties include, but are not limited to, teaching laboratory sessions, responsibility for materials and supplies, evaluating, grading, and correcting clinical paperwork such as pathophysiology papers nursing process, and care plans, as well as assisting the student in instructional, communication, interpersonal, and nursing skills.

CLINICAL EXPERIENCE:

January 2009-June 2010: Employed as Staff Nurse for Iowa Health System's system wide MyNurse call center. Responsibilities include being a liaison for patients, family and providers by consistently demonstrating smooth and efficient telephone communication when triaging physician and health related calls from individuals across the state of Iowa and in the Quad City area of Illinois. A database guideline is used to assess the caller's problem and triage their individual need. A background in nursing knowledge of a variety of medical and nursing problems combined with the use of the database is used to help the caller decide on when and where to go to have their problem treated. Obtain complete history regarding health problems according to protocols. Provide and document advice for home care of illness/condition conducting follow-up phone calls regarding patient's health and progress as necessary. Ability to assess urgency of condition for immediate attention regarding illness related calls. Provide patient education regarding health maintenance and medical illnesses following accepted guidelines and protocols. Serve as a resource to patients, family members and providers on physician and services referrals, health class registration or in outbound calling programs

July 1998- January 2009: Employed as a Staff Nurse on the Pediatric Unit of Mercy Medical Center, Sioux City, IA; Performed direct patient care on Pediatric unit including but not limited to: patient assessments, care planning with interventions, evaluation of care, and administration and documentation of medications. Provided patient and family education including the following topics: neurosurgery, orthopedic surgery, seizure management, spinal cord injury and management, head injury management, ventricular drains, tracheostomy care, heparin therapy and deep vein thrombosis prophylaxis, pneumonia including all pulmonology diseases, gastrointestinal disease processes, diabetes, behavioral, psych and various special needs. Facilitates communication between patients, families, nurses, therapies, and physicians. Essentially we are the experts in pediatric care holding competency criteria in age specifics. We care for children ages 0 to 18 and every type of diagnosis. Along with the primary assignment of Pediatrics, temporary relocation to other surgical services areas such as OB, Endo, Wound Clinic, and general adult floors as necessary during times of low census. Also during times of high census on other floors, general medical and surgical patients were relocated to our unit for their hospital stay. Annual competencies are fulfilled to work in the pediatric unit yearly as well as core level nursing required hospital competencies. Served as a preceptor to numerous nursing students as well as new staff.

April 2007 – January 2009: Pediatric Unit Lead Charge Reconciler and Trainer at Mercy Medical Center, Sioux City, IA; Responsibilities included providing accurate, concurrent medical record review to improve the documentation and reimbursement for the pediatric unit. Entered charges into the system and did daily reconciliation of charges on each patient. Worked closely with case management and utilization review to establish accurate charging protocols based upon Medicare regulations for reimbursement. Worked in partnership with staff and physicians to facilitate a process to reflect severity of illness and intensity of care in the medical record with proper documentation for charge capture. Chart Audits of all patient charts in the Pediatric Unit to ensure proper documentation and to capture missed charges.

January 2000 – January 1, 2009: Charge Nurse on Pediatric Unit at Mercy Medical Center, Sioux City, IA; Responsibilities included working in a self-staffed 10 bed pediatric unit. Ensured effective communication between staff, physicians, patients, and families while managing multiple concerns including critical changes in patient status. Provision of services to physicians including communication of patient status, writing, and transcribing physician order obtained during patient rounds. Participation in discharge planning of patients to nursing homes, skilled care units, rehabilitation units, and/or home. Served as a mentor to new staff nurses and nursing students.

PROFESSIONAL EXPERIENCE:

INSTITUTIONAL SERVICES

2010–Present: St. Luke's College Faculty Assembly Committee Member
2010-Present: St. Luke's College Nursing Faculty Organization Committee Member

OTHER SERVICE

2010-2011: Participated in annual college-wide community service day, St. Luke's College Sioux city, IA

2010-2011: Softball Coach for Siouxland Youth Athletics. Responsible for the instruction of second grade coach pitch level softball team and third grade kid pitch level softball team.

June 2008- May 2010: PSO President for Mater Dei School– Responsible for the parent-school organization for the elementary and middle school. Lead the parent organization to support our teachers and facilitate learning in the classrooms. This group organizes fundraising, collection and tabulation of Hy-Vee receipts for the school bucks program, organizing meals for teachers and support during parent teacher conferences, planning and organizing Catholic Schools week, facilitation and collection of prize donations from area businesses as well as organizing the Pizza Bingo Bash, organizing the Winter/Spring

Carnival, organizing and hosting the Room Mother Tea, and anything that is asked to facilitate the school and teacher needs as well as creating school traditions.

2007- 2011: Girl Scout Leader– By being a Girl Scout leader for two of my daughters, I have a constructive impact on girls' lives by leading by my behavior and example to incorporate positive values. In Girl Scouts, girls discover the fun, friendship, and power of girls together. Through a myriad of enriching experiences, such as extraordinary field trips, sports skill-building clinics, community service projects, cultural exchanges, and environmental stewardships, girls grow courageous and strong. Girl Scouting helps girls develop their full individual potential; relate to others with increasing understanding, skill, and respect; develop values to guide their actions and provide the foundation for sound decision-making; and contribute to the improvement of society through their abilities, leadership skills, and cooperation with others.

Girl Scout Outstanding Leader 2009-2010 Award Recipient

Girl Scout Outstanding Volunteer 2008-2009 Award Recipient

PUBLICATIONS

July 2011: Reviewed the third edition "Fundamental & Advanced Nursing Skills" book for Delmar Cengage publishing company for the 4th edition publication. Projected publication date of June 2012

PROFESSIONAL DEVELOPMENT ACTIVITIES

August 2011: Attended Quality Improvement Techniques for the Clasroom by Dr. Richard Ayi

June 2011: Attended 6th annual Iowa Health Educator Conference, Ankeny, IA

May 2011: Attended the Sister Patricia Miller Nursing Research in Action Seminar, "An Empirical Perspective," Briar Cliff University

October 2010: Attened St. Luke's Unit Specific Skills Day/ Bariatric Bed/ Syringe Pump Inservice

August 2010: Attended New Frontiers in Distance Education offered by Dr. Dan Jensen, Sioux City, IA

2007-2009: **Mercy Medical Center Education Council** – Group of healthcare professionals including clinical nurse specialists, risk manager, nurse educator, staff nurses, informatics, and clinical practice coordinator work in collaboration to advance nursing practice through Education. The committee works to develop processes for using education to improve quality of care and assists nursing staff with education for staff development and patient care improvements. The Education committee promotes discussion and

exchange of information regarding nursing education, working to develop and promote nursing mentorship and leadership.

2007-2009: **Upper Midwest Regional Pediatric Conference Steering Committee**
The Upper Midwest Regional Pediatric Conference (UMRPC) steering committee consisted of health care professionals including clinical nurses, clinical nurse managers, clinical nurse specialists, nurse educators, and physicians in affiliation with Children's Hospital & Medical Center, Omaha, NE, Mercy Medical Center, Sioux City, Prairie Pediatrics & Adolescent Clinic, P.C., Siouxland Medical Education Foundation, and St. Luke's Regional Medical Center. The UMRPC is a two-day series of seminars focusing on the continuum of care for infants and children with a variety of common medical problems. The steering committee has designed the conference schedule to provide lectures and discussion forums on a variety of highly relevant topics in pediatric medicine.

2007-2009: **Mercy Medical Center Shared Leadership Steering Committee** – Group of health care providers working to establish nursing autonomy in efforts to strength nursing with other professions. This committee is based on the four principles of partnership, equity, accountability, and ownership at the point of service, on patient care units. This committee empowers all members of the nursing workforce to have a voice in decision-making and thus encourages diverse and creative input that helps advance the business and mission of the organization. This committee promotes and provides opportunities for leadership development, communication, and enhances the practice of professional nursing through establishment of professional autonomy.

2007-2009: **Mercy Medical Center Professional Nursing Team** – Group of health care providers to excel patient care by making professional practice decision regarding standards development, job descriptions, career advancement, performance standards, resources, and clinical problems. Work to engage nurses in decision making as validated by Gallup survey and retention of nursing staff to improve patient outcomes and satisfaction.

2004 –2006: **Mercy Medical Center Lead Pediatric Workgroup Facilitator-** Lead a group of professionals including clinical nurse specialists and staff nurses in the development of Pediatric unit specific and multidisciplinary process flows and minimum documentation guidelines in collaboration with nursing super users from other pediatric units from within the corporation. Built several pediatric charting forms with comprehensive evidence based practice procedures with members of other Trinity Health organizations. Comprehensive review of nursing documentation processes to establish best practice for conversion to electronic charting.

2004-2009: **Mercy Medical Center Pediatric Documentation Workgroup Committee** (Home Office Initiative)- Clinical and informatics nurses from 22 Trinity sites work in collaboration to review and enhance available electronic documentation. Enhancements to date include reduction of duplicate charting, standardization of nursing nomenclature, and establishment of documentation flags to increase nursing compliance with core measures.

2006-2008: **Mercy Medical Center Pediatric Unit Self-Staffing Committee**- Group of nurses who follow the self-staffed unit guidelines to ensure adequate staffing of the Pediatric Unit. This committee approves vacation requests and handles the scheduling of staff. This committee also works along side of the union and union contract.

2004-2009: **Mercy Medical Center Pediatric Policy and Procedure Committee** – Group of health care professionals who establish the process for the creation, revision, and elimination of policy and procedures on the Pediatric Unit.

2005-2007: **Mercy Medical Center Medication Reconciliation Policy and Process Development Workgroup** – Group of healthcare professionals including pharmacists, clinical nurse specialist, risk manager, clinical practice coordinator, and nursing informatics worked to develop a policy and process within the electronic medical record to complete medication reconciliation in order to be in compliance with the National Patient Safety Goals.

2004-2005: **Mercy Medical Center Project Genesis Super User** – Group of health care professionals including nurses to develop unit specific and multidisciplinary process flows and minimum documentation guidelines in collaboration with nursing super users from medical surgical, and critical care units. Comprehensive review of nursing documentation processes to establish best practice for conversion to electronic charting. Traveled to other healthcare organizations for their go-live of the electronic medical record (EMR).

Areas of Interest

Benefits of collaborative testing in nursing student retention of didactic content

Utilizing and incorporating active learning strategies into the classroom

Enhancing test writing skills

Incorporating humor and storytelling into teaching

Simulation to augment and facilitate classroom and clinical instruction

Anne T. Pithan
1221 S. Paxton
Sioux City, Iowa 51106
(712)389-1830

EDUCATION

Clarkson College — Omaha, NE — February 1994
Master of Science Nursing Education

Augustana College — Sioux Falls, SD — May 1987
Bachelor of Arts in Nursing

Heelan High School — Sioux City, IA — May 1983

CERTIFICATIONS

Certifed Nurse Educator (CNE) — July 2010

EMPLOYMENT

St. Luke's College — Sioux City, IA — 1992-present
Position: Nursing Faculty
Responsibilities: Didactic and clinical instruction for a medical-surgical course for adult clients. Member of numerous committees including nursing program, College assembly, Admissions Committee Advisory ,Curriculum, Faculty Affairs and Promotion

Family Health Care of Siouxland — Sioux City,IA — 2004-present
Position:Staff RN
Responsibilities: Collaborate with physicians; perform assessments, client teaching and delivery of nursing care for clients with a variety of health alterations in an urgent care setting.

Pierce Street Same Day Surgery — Sioux City, IA — 2011-present
Position: Staff RN
Responsibilities: Provide nursing care for clients undergoing surgical intervention. Perform pre op assessments and post op nursing care for children and adults.

Sioux City Community School District — Sioux City, IA — 2010-present
Position: School Nurse
Responsibilities: Provide nursing care to students within a school setting. Provide nursing assessment and collaboration with other professionals to meet health needs. Ensure that immunizations are current to promote health.

St. Luke's Regional Medical Center — Sioux City, IA — 1999-present
Position: Staff RN in Digestive Disorders Unit
Responsibilities: Provide assessment and nursing care for clients who have undergone a procedure in the Digestive disorders unit.

St. Luke's Regional Medical Center Sioux City, IA 2003-2005
Position: IV therapy Contingent Staff
Responsibilities: Nursing management of client s receiving outpatient IV therapy.

St. Luke's Regional Medical Center Sioux City, IA 1992-1999
Position: Same Day Surgery Contingent Staff
Responsibilities: Provide pre and post op care for client's undergoing a surgical intervention.

Hospice of Siouxland Sioux City,IA 1992-1996
Position: clinical faculty/contingent RN
Responsibilities: Provide nursing care for the client with chronic and life-limiting illness. Developed a clinical rotation for students to enhance their knowledge of terminal nursing care.

CONTINUING EDUCATION

"Students Sleeping? Go From zzz's to Zip" workshop in August 2005
"Bridging the Generation Gap" workshop in May 2006
"Clinical Evaluation" in June 2006
Nurse Educator Conference in July 2006
"Diabetes Care into the 21st Century" Program in November 2006
"Customer Service Training Workshop November 2006
Baxter IV tubing in-service December -6-06
Health Educators Conference June 14, 15 2007
Instructional Skills Workshop by David Perry August 15, 2007
Management of Ischemic Strokes by Dr. Jennifer Parry, October 10, 2007
House wide nursing skills and competencies October 30, 2007
Geriatric Conference November 16, 2007
CPR renewal December 13, 2007
Vascular Access Device Update January 23, 2008
Sexual Harassment: "What employees need to know" May 2008
Blood borne pathogens in Healthcare Facilities May 2008
Assess for Success Conference May 2008
Iowa Nurse Educator Conference June 2008
Fire Safety Inservice July 2008
House Wide Competency Skills October 2008
Inservice on lift devices by Eric Niewenhouse
Symbiq Pump Training November 2008
Management of Ischemic Strokes by Jennifer Parry MD November 2008
Skills Competency May 2009
Teaching IOM: Implementing the Institute of Medicine Reports for Nursing Education by Anita Finkelman MSN, RN & Carole Kenner, DNS, RNC June 2009
10 Ways to Engage your Students on the First Day of Class. Online Seminar June 2009
Transfusion Update. June 2009

Digestive Disorders Compentency and Medication Test June 2009
Fire Safety in the Digestive Disorders Department July 2009.
Death by Power Point Presentation by Shirley Walrod, PhD August 2009
Designing Instruction for Training and Education in the Workplace by Shirley Walrod, PhD August 2009
CPR renewal Dec. 2009
Housewide Nursing skills and Competencies May 2010.
Conscious Sedation course June 2010
Certification Exam for Nurse Educator July 2010
Online Distance Education and CAMS Learning Management System August 2010
Bard pump inservice September 2010
Competency Skills Day November 2010
Alzheimers Continuing Education Course December 2010
Improvement Skills to Empower Front-Line Nurses Audio Series February 2011
"Ideas Pushing Change from Where you Stand" Audio Series February 2011
Strategies for Excellence in Stroke Care by Cedric McKoy May 2011
Microsoft office 2010 computer update class. June 2011
Iowa Nurse Educator Conference June 2011.
Quality Improvement Techniques for the Clasroom by Dr. Richard Ayi August 2011

MEMBERSHIPS

Enrolled member of National League for Nursing
Sigma Theta Tau

COMMUNITY SERVICE

Stoke Screening
Prostate Screening
Skin Cancer Screening
Diabetic Walk
St. Luke's College Community Service-Learning
Soup Kitchen-Immaculate Conception Church
Women's Society-Immaculate Conception Church
PSO Parent Student Organization Mater Dei School
St. Luke's American Heart Association Dance and Bowl-a-thon Committee

Curriculum Vitae

MOLLY M. PURSCELL, BSN, RN
Clinical Coordinator, Department of Nursing Education
St. Luke's College, Sioux City, Iowa

October 25, 2011

Contact Information

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Home Contact Information
purscemm@stlukescollege.edu
26636 Birch Street, Hinton, Iowa 51024
712-389-6643

EDUCATION

Bachelors of Science, Nursing — **May 1994**
Murray State University, Murray, KY

Military Science (Minor) — **May 1994**
Murray State University, Murray, KY

Army Nurse Specialty Course: OB/GYN — **June 1996**
Tripler Army Medical Center, Honolulu, HI

UNIFORMED SERVICE EDUCATION/TRAINING

USPHS Basic Officer Training Course — **Feb 2001**
Commissioned Officer Training Academy, Phoenix, AZ

US Army OB/GYN Nurse Specialty Course — **Jun 1996**
Tripler Army Medical Center, Honolulu, HI

US Army Officer Basic Course — **Jan 1995**
Academy of Health Sciences, FT Sam Houston, San Antonio, TX

PROFESSIONAL LICENSURE

Registered Nurse: Iowa Board of Nursing #116220 — **July 2005-present**

CERTIFICATIONS-current

AHA Basic Life Support Provider	**1990-present**
AAP Neonatal Resuscitation Program Regional Trainer	**2010-present**
AAP NRP Provider	**1996-present**

CERTIFICATIONS-previous

Advanced Cardiac Life Support	**1996-2011**
Advanced Fetal Monitoring	**1996-2005**
National Highway Traffic Safety Administration: Child Passenger Safety Technician	**2000-2003**

PROFESSIONAL ASSOCIATIONS

Sigma Theta Tau International Honor Society of Nursing, Delta Epsilon, Murray, KY	**1994-present**
American Nurses Association	**1994-present**
Iowa Nurses Association	**2007-present**
AWHONN	**1996-2005**
American Legion--Casper Post 477	**2006-present**
Commissioned Officers Association	**2000-2003**

FACULTY RANK AND TEACHING RESPONSIBILITIES

St. Luke's College
***Clinical Coordinator/Instructor, Department of Nursing Education** **June 2011-present**

--Clinical Coordinator of educational services in the clinical setting to achieve equity of student clinical experience according to the established standards of the nursing program.
--Skills Lab Coordinator to include: supply/linen/equipment requisition, disbursement, and maintenance; accountability of nonconsumable and consumable inventory; organization of physical space; and supervision of 1-2 work study students.
--Participates in clinical education, including assisting in the planning, development, implementation, evaluation and revision of designated courses.
--Clinical practicum at St. Luke's Regional Medical Center in Sioux City, Iowa in The Birth Center/Mother-Baby Unit with typical enrollment in each eight week course of 16-22 students.

CLINICAL ACTIVITIES/PROFESSIONAL EXPERIENCE

ST. Lukes Medical Center **March 2010-present**
***Nurse Manager Neonatal Intensive Care Unit and Pediatric Departments**
***Mother/Baby Unit**
***Severe/Profound Program Nurse, South Sioux City School District/Occupational Health**
***Gateway to Learning Nurse, South Sioux City School District/Occupational Health**
***Substitute School RN: kindergarten-12th, South Sioux City School District/Occupational Health**

--Lead 40 professional staff in providing excellent family focused care daily. Provide coaching and mentoring to develop leadership skills, integrity, compassion, accountability, responsibility and excellence. Maintain fiscal responsibility while managing high quality and high tech intensive care.
--Responsible for the 1:1 highly skilled nursing and academic care for two medically fragile students within the Severe/Profound Program (severely mentally handicapped) to include the management and care of: tracheostomies, GT/JT care/feedings/medications, physical and occupational therapies, seizure monitoring and medication administration, wounds, urinary catheters, nasogastric tubes, medical equipment, personal cares and academic work.
--Develop and implement Health Care Action Plans for each of the 9 students in the Severe/Profound Program while coordinating with the multidisciplinary team.
--Gateway to Learning/Alternative High School Program Nurse coordinating daily school nursing services, providing health educational opportunities, promoting healthy choices and empowering students to learn self-disciple, self-confidence and self-esteem.
--Responsible for providing preventative health services to facilitate the student's optimal physical, intellectual, emotional and social growth and development.
--Identify problems and disabilities and provide services of case finding, health education, referrals and care in order to help prevent serious health problems.
--Functions independently under state and agency guidelines and policies without on-site supervision.
--Work is self-directed and clinically autonomous.

Hinton Community School District **May 2009-present**
***Substitute School Nurse: preschool-12th**

--Responsible for providing preventative health services to facilitate the student's optimal physical, mental, emotional and social growth and development.
--Identifies problems and disabilities and provides such services as case finding, health education, referring and care in order to help prevent serious health problems.
--Supports the education process by working to assure the health of students, families and faculty.
--Functions independently under state and agency guidelines and policies without on-site supervision.
--Work is self-directed and clinically autonomous.

Ultimate Nursing Service of Iowa **Dec 2008-present**
***Home Health RN**

--Through family-centered care, works closely with the family to build confidence and create and implement an individualized care plan.
--Provides care to improve the quality of life and foster independence. Care that gives clients and their families dignity, respect and hope.
--Provide highly skilled home health care for pediatric to adult clients with special medical needs to include the management and care of: tracheostomies, GT/JT, ventilators, nasogastric tubes, urinary catheters, intravenous infusions, wounds, physical and occupational therapies, seizure monitoring, medication administration, medical equipment and personal cares.
--Responsible for the 1:1 care of clients in their homes, at school, at medical appointments or wherever the clients needs take them.

Prudential/Phil Elder Insurance and Financial Services **Feb 2007-Mar 2009**
***Financial Service Associate/Agent**

--Assisted clients in the management, protection and growth of personal and/or professional wealth with the backing of a global leader in the insurance and financial services industry.
--Utilized multiple interpersonal and communication skills, problem solving and idea development to evaluate, develop and then encourage the implementation of a highly individualized financial roadmap.

Flagstaff Medical Center; Flagstaff, AZ **Aug 2003-Jul 2007**
***OB Float Pool: High Risk Labor & Delivery, Postpartum, Pediatrics**

Gallup Indian Medical Center; Gallup, NM **Mar 2000-Aug 2003**
***Civilian/US Public Health Service Commissioned Corps Officer:**
High Risk Labor & Delivery, Postpartum

Mary Washington Hospital; Fredericksburg, VA **Sep 1999-Mar 2000**
***Local Agency Contract RN: High Risk Labor & Delivery**

--Clinical nurse on critical care obstetrical units with high volume births, outpatient visits and telephone consultations.
--Patient populations included simple to multiple complex medical/obstetrical problems requiring close observation and advanced nursing care.
--Triaged, intervened efficiently and effectively managed patients in labor, preterm labor, complications of pregnancy, medical complications, recovery and postpartum in accordance with professional standards.

--Utilized nursing process to meet patient's physical, emotional, social and spiritual needs by developing individualized holistic plan of care.
--Functioned as circulating and recovery nurse for routine and emergency obstetrical procedures maintaining aseptic technique and a safe environment.
--Administered and evaluated therapeutic measures to promote pain relief and healing.
--Consulted and interacted with interdisciplinary team to determine/evaluate care.
--Decided appropriate nursing actions based on educated observation and assessment.
--Demonstrated leadership to and empowered 4-5 professional nurses and 2-3 paraprofessionals every shift through mentoring and daily education.
--Legal documentation of care to provide legal record for review.
--Participated in staff development.
--Precept newly assigned nurses, student nurses, contract/agency nurses to ensure their preparation for daily clinical assignments and build skills to work independently.
--Independently functioned as charge nurse with limited resources and staffing--always maintaining patient and staff safety.
--Participated in the development, updating and evaluation of Standards of Care and Policies and Procedures ensuring high quality of care.
--Coordinated available resources to provide patients and families with social, emotional, educational, cultural, spiritual and physical support.
--Advanced professional knowledge and proficiency by maintaining current certifications, attending CEU's and in-services

United States Army **Oct 1994-Sep 1999**
***Regular Army Commissioned Officer**

DiLorenzo Tricare Health Clinic **Jan 1999-Sep 1999**
Pentagon, Washington, D.C.

--Served in dual role as training officer and clinical staff nurse managing 6000+ enrollees with an average 3000 patient visits per month.
--Clinic consisted of the following patient care areas: Allergy & Immunizations, Cardiology, Dermatology, Fit to Win, Gynecology, Laboratory, Minor Surgery, Optometry, Pharmacy, Physical Exams, Physical Therapy, Podiatry and Radiology.
--Performed as Nurse of the Day 4 days of the week; ensuring clinic efficiency, triaging walk-in patients, facilitating customer satisfaction, and providing emergency care for 27,000 employees and visitors.
--Responsible for the weekly and ongoing training of 16 medics and 52 ancillary staff, oversaw training at McNair and Arlington Annex.
--Empowered paraprofessional and professional staff daily via education and mentoring.
--Ensured compliance with Walter Reed Army Medical Center mandatory training of all staff increasing compliance percentages from 21% to >92% through coordinating classes on and off

site.
--Coordinated and conducted daily patient education/counseling on multitude of healthcare topics increasing compliance to healthcare regime.
--Anticipated and prepared for JCAHO and pre-JCAHO inspection with excellent rating.
--Monitored safety of protest attendees and Pentagon personnel; one person requiring emergency cardiac care//result: no injuries/fatalities.
--Trained nonmedical officer in basic first aid and intravenous therapy for isolated special forces mission in hostile territory resulting in the officer's safe return.
--Functioned as Chief Nurse in her absence.

Mother Infant Care Center
National Naval Medical Center, Bethesda, MD **Jun 1996-Jan 1999**

--Clinical staff nurse assigned to the triservice MICC handling 2200 births, over 5000 outpatient visits and 2500 telephone consults annually.
--Center consisted of: 4 triage , 9 ante partum, 23 labor-delivery-recovery-postpartum suites, 5 crib infant suite, 2 operating rooms, 2 bed recovery room.
--Provided ante partum and intrapartum care for high risk worldwide obstetrical population and ensured safe transitional and postpartum care to mother-baby couplets.
--Circulatory nurse for routine and emergency obstetrical procedures to include but not limited to: cesarean sections, hysterectomy, cerclage placement/removal, PUBS, vaginal breech delivery, multiples vaginal deliveries.
-- Performed charge nurse duties on rotating basis, directly responsible for 8-12 professional and 5-7 paraprofessional personnel.
--Precept LPN students, new Corpsmen/LPN/RN staff, 3rd year medical students in the Nurse Shadow Program on daily basis promoting collegial relationships.
--Selected and attended AWHONN Convention in Washington, DC promoting military obstetrics and networking amongst national colleagues.
--Participated in the pioneering of the new triservice maternal-child health division within NNMC resulting in a cohesive unit with strong esprit de corps.
--Assisted in the implementation of Clinical Information System as new computer documentation system; fully operational within 120 days of implementation.

OB/GYN Nurse Specialty Course
Tripler Army Medical Center, Honolulu, HI **Feb 1996-Jun 1996**

--Selected to attend highly competitive, intensive masters level training and education in obstetrics and gynecology; only 12 per class.
--Presented Hawaii approved CEU on "Maternal Caffeine Consumption and its Effects on Pregnancy".
--Clinical Case presentations, conducted Lactation/Infant Care classes.

2nd MASH/Martin Army Community Hospital **Jan 1995-Feb 1996**
FT. Benning, Columbus, GA

--Primary duty as FORSCOM nurse with the 2nd MASH assigned as Intensive Care Unit nurse in field setting until deactivation.
--Clinical staff nurse on 34 bed, multi-service ward within a 200 bed community hospital.
--Patient population included variety of patients with multiple, complex medical problems requiring close observation and advanced nursing practice.
--Specialized nursing care for pediatric and orthopedic patients.
--Charge nurse for 50% of shifts worked improving personal supervisory capabilities.
--Evaluated 40-50% of Quality Improvement data each month improving patient care.
--Present unit in-services and training.
--Actively functioned during Mass Casualty Exercise.
--Functioned as Head Nurse of Ward 8A for 2 weeks attending meetings, supervised all ward activities, assured adequate staffing, effectively managed problems as they arose, and discussed ward decision making responsibilities with Head Nurse.

INSTITUTIONAL SERVICE

Nursing Faculty Organization member	2011-present
Skills Lab Coordinator	2011-present
Carecast/Pyxis Education	2011-present

OTHER SERVICE

Participate in St. Luke's College service at Soup Kitchen	2011-present
Participate in St. Luke's College Community Service Day	2011-present
Children's Miracle Network Phonathon/Radioathon	2010-present
Sandbag Jam St. Luke's College/Medical Center, Siouxland area flooding efforts	June 13, 2011
American Legion Post #477 member, Hinton, IA	2006-present
American Legion Post #477 Chaplin, Hinton, IA	2007-2010
American Legion Post #477 Color Guard, Hinton, IA	2007-present
American Legion Post #477 Fundraising Bartender	2007-present
Volunteered at Gospel Mission Kitchen, Thanksgiving	Nov 2008
Boy Scouts of America Den Mother, Hinton, Iowa	2006-2007

PUBLICATIONS/PRESENTATIONS

Clinic Handles Medical Emergencies Inside Pentagon. Purscell, Molly M. (Michael Norris), Pentagram, June 25, 1999, p.17

Medic Training

DiLorenzo Tricare Health Clinic-Pentagon: medic inservices, Jan-Aug 1999, weekly

Maternal Caffeine Consumption and Its Effects on Pregnancy
CEU presentation at Tripler Army Medical Center, Apr 1996

Clinical Case Presentation
OB/GYN Specialty Course Case Presentations, Tripler Army Medical Center, Mar 1996

Lactation Class
Tripler Army Medical Center, Mar 1996, weekly

Infant Care Class
Tripler Army Medical Center, Mar 1996, daily

Unit Inservices
Unit level inservice training/classes, Jan 1995-Aug 2003

PROFESSIONAL DEVELOPMENT ACTIVITIES

Vita-Anne Orientation by Benjamin Zajicek, Laerdal	**Oct 2011**
St. Luke's College Professional Development—	**Oct 2011**
Nurse Tim NCLEX Update	
Disaster Preparedness—Sally McMahon	
St. Luke's College Professional Development	**Aug 2011**
5th Annual Iowa Healthcare Educator's Conference, Ankeny, IA	**Jun 2011**
Adaptive Design	**Dec-Jun 2011**
IHI Peri/Neonatal Team member	**Dec-Jun 2011**
IHS Peri/Neonatal Team member	**Dec-Jun 2011**
37th Annual Perinatal Conference, Sioux City, IA	**Jan 2011**
Labor Management Institute, Ft. Dodge, IA	**Feb 2011**
St. Luke's Skill Competency Day—OB	**Oct 2010**
National AWOHNN Conference, Washington, D.C.	**Jul 1996**

GRANTS

St. Luke's Medical Center Employee Grants—completed/granted	**Jun 2011**
Pediatrics Blood Glucose Machine $1000	
Children's Miracle Network, NICU/Pediatrics—completed/granted	**Dec 2010**
Pediatrics Gaming Systems $14,000	

FACULTY PRACTICE ACHIEVEMENTS, HONORS, AWARDS

UNIFORMED SERVICE AWARDS/HONORS

Commissioned Officers Association Ribbon US Public Health Service	**Sep 2001**
Meritorious Service Medal US Army	**Sep 1999**
Commandant's List US Army, AMEDD Officer Basic Course	**Dec 1994**
National Defense Service Ribbon US Army	**Oct 1994**
Army Service Ribbon US Army	**Oct 1994**
Regular Army Commission US Army	**May 1994**

RESERVE OFFICER TRAINING CORPS AWARDS/HONORS

Distinguished Military Graduate (Graduated top 5% of military class)	**May 1994**
Outstanding Academic Performance (Achieved 3.64 GPA)	**Jan 1994**
ROTC Memorial Scholarship ($300 for outstanding ROTC achievements)	**Aug 1993**
Outstanding Member of Military Science Department (Recognition and appreciation of leadership service)	**Mar 1993**
Congratulatory Letter (From Nursing Director, Dept of Nursing for outstanding performance)	**Sep 1992**
Fort Lewis ROTC Advanced Camp Certificate of Training (Completion of military tactical/leadership training)	**Jul 1992**
Congratulatory Letter (Brigadier General John N. Dailey for Advanced Camp Rating)	**Jul 1992**
Superior Advanced Camp Award (Awarded to cadets ranking top 5%)	**Aug 1992**
Advanced Camp/Nurse Summer Training Program Graduate (Recognition completion tactical & military clinical nursing preceptorship)	**Aug 1992**
Distinguished Military Student (Outstanding ROTC achievements)	**Aug 1992**
Cadet Scholar Award	**Aug 1992**

(GPA 2.90-3.19)

ROTC Honors Award — **Aug 1992**
(ROTC GPA 4.0)

Distinguished Honor Graduate — **May 1992**
(Top graduate of Murray State University ROTC Advanced Corps Prep)

The Retired Officers Association ROTC Medal — **Apr 1992**
(For demonstrating exceptional potential for military leadership)

The General Society of the War of 1812:
Outstanding Student Award — **May 1989**
(Recognition of outstanding achievements in studies and ROTC)

Superior Cadet Decoration Award — **May 1989**
(Outstanding cadet in military class for academic year)

Cadet of the Month — **Oct 1988**
(Excellent record of service in ROTC)

OTHER AWARDS/HONORS

Fourth Quarter Nurse of the Month — **Dec 2001**
(Gallup Indian Medical Center)

Letter of Commendation — **Nov 2001**
(GIMC-for coordinating unit carseat program)

Nomination to Army CJ Reddy Leadership Course — **Oct 2001**
(GIMC-for leadership excellence)

Certificate of Appreciation — **May 2001**
(GIMC-preceptoring University New Mexico nursing students)

Letter of Appreciation — **Jul 1999**
(LTC William Barrett, US Army-for outstanding duty at the Pentagon)

Plank Owner — **Apr 1998**
(Honored member of the original crew of Mother Infant Care Center: NNMC)

Selected to attend AWHONN Conference 1997 — **Jun 1997**
(Nominated/selected to represent US Army/National Naval Medical Center)

Admitted to Academic Recognition to Iowa State University — **Aug 1988**
(Academic Excellence)

Junior Rotarian: Davenport, Iowa — **Mar 1988**
(For demonstrated leadership ability)

National Honor Society — **Apr 1987**
(Academic Excellence)

Girl Scout Gold Award — **May 1984**
(Equivalent to Boy Scout Eagle Award)

AREAS OF INTEREST

Enhancing and advancing nursing education within Siouxland.

Networking and collaboration between St. Luke's College and regional clinical agencies.

BETH I. SITZMANN, RNC, MSN

Assistant Professor, Department of Nursing Education
St. Luke's College, Sioux City, Iowa

October 19, 2011

CONTACT INFORMATION

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LeMars, IA 51031
(712) 540-4466
bethsitzmann@premieronline.net

EDUCATION

THE UNIVERSITY OF PHOENIX, On-line-Directed Study
Masters of Science in Nursing; GPA 4.0 – October 2000

THE UNIVERSITY OF IOWA, Iowa City, Iowa
Bachelor of Science in Nursing – December 1992

PROFESSIONAL CERTIFICATIONS AND LICENSURES

National Certification Corporation: Certified Inpatient Obstetric Nurse
American Heart Association: CPR Certified
Academy of Childbirth Educators: Certified
Happiest Baby on the Block: Certified Instructor
BLS Certification
Licensed Registered Nurse, State of Iowa

PROFESSIONAL MEMBERSHIPS AND SERVICE

St. Luke's and Susan G. Koman Pink in the Rink - 2011
Children's Miracle Network Radiothon (Raffle) - 2011
Then Feed Just One Packing Event at Gehlen Catholic School – 2011
CSADV Volunteer - 2011
Soup Kitchen Volunteer – 2010 – 2011
Children's Miracle Network 1K/5K Run – 2011
Siouxland Sandbagging for Flood Victims- 2011
National League for Nursing Membership - 2010 – current
College Wide Community Service Day – 2010 – current
March of Dimes Board Member – 2006 – 2009
March of Dimes PSC Committee – 2001 – 2009
Stork's Nest Committee 2001 - 2007
Mercy Medical Center Employee Wellness Committee – 2000 - 2009

PROFESSIONAL EXPERIENCE

TEACHING:

ST. LUKE'S COLLEGE, DEPARTMENT OF NURSING EDUCATION, Sioux City, Iowa
Assistant Professor – June 2010 - present
Coordinated and developed materials for course NUR 115: Foundations of Nursing I. The course includes a weekly three-hour classroom and two six-hour skills labs. Enrollment typically is between 35 – 40 students. I also teach NUR 116: Foundations of Nursing II. This course includes a b-weekly two-hour classroom and one seven-hour clinical experience. The courses also include assignments, grading, quizzes and exams. These nursing one students also require a great deal of assistance and encouragement in the form of communication.
Also completed seven-hour clinicals starting in January 2011 for NUR225: Reproductive and Childbearing Nursing Clinical (15-weeks). These clinicals usually involve 6 to 7 students on the postpartum floor or nursery.

AXIA COLLEGE OF UNIVERSITY OF PHOENIX
Online Faculty – December 2009 - present
Approved courses to teach:

- Principles of Health and Wellness
- Essentials of Health and Wellness
- Skills for Learning in an Information Age

MERCY MEDICAL CENTER, Sioux City, Iowa
Coordinator of Community Education - May 2000 – October 2009 (position eliminated)
Researched, developed, evaluated and taught community education programs including childbirth preparation classes, women's health programs, health screening programs and seminars. Co-chaired Women's Night Out, a major community event that attracted wide community support. Recruited and trained nurse instructors and evaluated their effectiveness. Developed brochures and newsletters to market the programs. Served on the Employee Wellness committee and on the Board of March of Dimes.

WESTERN IOWA TECH COMMUNITY COLLEGE, Sioux City, Iowa
Clinical Nursing Instructor - Mercy Medical Center, September 1998 – May 2001 (6 semesters)
Coordinated, instructed, and supervised Nursing I students on the skilled nursing unit at Mercy Medical Center for clinicals. Instructed Nursing I students in the lab setting and assisted students with skills prior to direct patient care. Graded and provided feedback to the students on nursing process, care plans and skills.

CLINICAL EXPERIENCE:

SIOUXLAND VEIN CENTER, Sioux City, Iowa
Registered Nurse – October 2009 – June 2010

MEDICAL ASSOCIATES, P.C., LeMars, Iowa
Registered Nurse Certified – Family Practice Clinic, January 1999 – May 2001

MEDICAL EXPRESS TRAVEL NURSE COMPANY, Boulder, Colorado
Registered Nurse Certified (Traveler) – St. Joseph's Hospital, Denver and the Medical Center of Aurora—High-Risk Labor & Delivery, January 1998 – June 1998

BAYFRONT MEDICAL CENTER, St. Petersburg, Florida
Registered Nurse Certified – High-Risk Labor & Delivery and Antepartum, July 1994 – December 1997
Responsible for staff education as a preceptor to new nursing personnel, including didactic and technical skills.
Responsible for direct patient care as an obstetrical, circulating and surgical nurse.
Responsible for patient education with various issues related to maternal-child health, inpatient and community services.

UNIVERSITY OF IOWA HOSPITALS & CLINICS, Iowa City, Iowa
Registered Nurse – High-Risk Antepartum & Benign Gynecological Surgery, January 1993 – July 1994

NURSING SCHOLARSHIP

Poster Presentation at Nurse Educator Conference – 2011 *Nursing Student Perception of Importance and Satisfaction of Preparedness with Psychomotor Skills.* Surveyed nursing faculty and all current nursing students.

Poster Presentation at Faculty Assembly – 2011 *Nursing Student Perception of Importance and Satisfaction of Preparedness with Psychomotor Skills.* Surveyed nursing faculty and all current nursing students.

Working with Department of Nursing Professors from Dordt College on an article to be published related to the unique consortium agreement between the two private colleges. June 2011 - present

Observed Kaplan Review Sessions	2010 – 2011
Nurse Educator Conference, Ankeney, Iowa	June 2011
Nursing Skills Day	Spring 2011

Professional Resume
of
Michael D. Stiles

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Education

Institution	Years	Degree
University of Northern Iowa	1974-1975	Master of Arts
University of Northern Iowa	1970-1974	Bachelor of Arts
Audubon Community Schools	1966-1970	Diploma

Employment History

Position & Institution	Years
Chancellor, St. Luke's College Sioux City, Iowa	June 1998 - Present

Responsibilities: Serve as Chief Executive Officer of the College, and advisor to the College Board of Directors. Responsible for the formulation and administration of policies adopted by the College Board. Responsible for the operation, leadership, strategic planning, academic programs, student services and fundraising for the College.

Highlights: Executive role in completing the transition from diploma school to degree granting college. Executive role in College's successful preparation for initial and continued accreditation with the Higher Learning Commission of the North Central Association of Colleges and Schools. Executive role in the accreditation of College's degree and certificate programs by respective accrediting bodies, including the Iowa Board of Nursing, National League for Nursing Accrediting Commission, Joint Review Committee for Education in Radiology Technology, Committee on Accreditation of Respiratory Care, National Accrediting Agency for Clinical Laboratory Sciences, Association for Clinical Pastoral Education. Established inaugural International Student Scholarship. Support college donor relations and fundraising efforts of St. Luke's Health Foundation.

Additional Administrative Duties for St. Luke's Regional Medical Center: Responsible for Direction of the Medical Center's Government Relations functions, the Chaplain Department, Volunteer Services, Partner's Organization (Auxiliary) and Gift Shop.

Interim President, St. Luke's College of Nursing & Health Sciences - Sioux City, Iowa February - June 1998

Responsibilities: Same as Chancellor of College. Duties performed as Interim while Board of Directors determined strategy for executive leadership for the College.

Highlights: Accepting executive leadership position for College from Board of Directors upon sudden death of College President. Graduation of the last class of diploma program nurses and first class of Associate Degree nurses in united commencement exercises in May 1998.

Administrative Director, Iowa Health System February 1998 - 2004
My Nurse - Call Center - Sioux City, Iowa & Moline, Illinois

Responsibilities: Direct the Iowa Health System's call center by providing administrative leadership in the planning, implementation, and evaluation of programs, services and product lines. Reporting to the Vice President of Iowa Health Systems.

Highlights: Transitioning health services call center operating twelve hours a day and serving the Siouxland region of Iowa to a statewide, and then multi-state call center operating twenty-four hours a day. Growth of staff from 4.2 to 17 FTE in less than one year and ultimately to over 30 FTE. Call volume grew from 30,000 to 150,000 calls per year in less than one year. Reached total call volumes of approximately 250,000 calls per year. Long range planning for continued growth to 80 FTE and 750,000 or more annual calls with expanding programs and services.

Director, Educational Services January 1981 - 2010
St. Luke's Regional Medical Center - Sioux City

Responsibilities: Direct the Medical Center's education programs and services, including Professional Education and Health Education. Also responsible for St. Luke's School of Nursing from 1981 to 1992.

Highlights: Establishing the Medical Center as the region's preferred provider of healthcare education. Creation of Institute for Health Education, including role in design of state-of-the-art auditorium. Creation of Teaching Learning Connection for patient, family, and community education. Statewide award winning community education programs. Innovative programs in continuing education, staff development, and mandatory training. Electronic library focused on expanding technologies for consumer targeted information services. Contracted management services as Director of Education at Floyd Valley Hospital in LeMars, Iowa.

Coordinator, Health Occupations in Adult & Continuing Education Division - Western Iowa Tech Community College - Sioux City — August 1978 - 1981

Responsibilities: Managed health career training programs for Nurse Aids, Unit Secretaries, Emergency Medical Technicians and other allied health disciplines. Managed continuing education programs for health professionals and community health education programs.
Highlights: Coordinated development of an Advanced Emergency Medical Technician / Paramedic program. Developed advisory committee of leaders from the community's hospitals, physicians, nurses and allied health professionals. Developed an emergency response system for the College, providing emergency medical care to ill or injured students, staff or campus visitors.

Instructor, University of Northern Iowa Cedar Falls, Iowa — August 1975 - 1978

Responsibilities: Faculty member and classroom teacher in Department of Health, Physical Education & Recreation. Coordinator of University's community based cardiac rehabilitation program. Coordinator of University-wide training program in cardio-pulmonary resuscitation. Coordinator University's sports medicine program.
Highlights: University's first full time certified assistant athletic trainer. Coordinated CPR program, training over 500 faculty, staff and students. Developed Life Support Unit for large events in the UNI-Dome, providing emergency medical care at all major events, with the unit staffed by volunteer physicians, nurses and allied health professionals from the Cedar Falls/Waterloo community. Tournament Director for NCAA Wrestling Championships in both 1977 & 1978.

Graduate Assistant, University of Northern Iowa Cedar Falls, Iowa — August 1974 - 1975

Responsibilities: Graduate Assistant in Health, Physical Education & Recreation Department. Instructor in general education activity classes including adaptive physical education for the physically handicapped.
Highlights: Assisted in design and implementation of the first community based, prescriptive, cardiac rehabilitation exercise program in the state. Required coordination of physicians and nurses from four community hospitals.

Professional & Community Service

- Chairman Iowa Heart Association Committee on Stroke & Cardiac Rehabilitation
- Affiliate Faculty of Basic Cardiac Life Support (CPR) of Iowa Heart Association
- Basic EMS Task Force member, EMS Section of the Iowa State Department of Health and the Governor's Emergency Medical Services Advisory Council
- Two years as Chairman of St. Luke's employee's United Way campaign
- Two years President, Woodbury County Unit - Iowa Heart Association
- Coach of youth sports programs in softball, baseball and hockey
- 1988-89 graduate and then Board Member of Leadership Sioux City (now called Leadership Siouxland)
- Graduate Iowa Health System Leadership Institute
- Two years as President of the Iowa Society of Healthcare Education and Training
- Twenty-five years as registered and active wrestling official with the Iowa High School Athletic Association
- Variety of advisory groups and committees of Sioux City Community Schools at building and district level
- Co-chair Woodbury County Schools Now Committee, an advocacy group focused on extending the local option sales tax referendum to provide facility and infrastructure funds for all public school districts in the county.
- Variety of advisory groups for health occupations programs of Western Iowa Tech Community College
- Elected two term member and Vice President St. Luke Lutheran Church Council
- Four term member and service as Chair and Vice Chair Telco-Triad Community Credit Union Board of Directors
- President Board of Directors of Ronald McDonald House – Sioux City
- Secretary/Treasurer of Board of Directors Siouxland Human Investment Partnership
- Member Board of Directors Council on Sexual Assault and Domestic Violence
- Member Tri-State Graduate Center Board of Directors
- Consultant Evaluator Higher Learning Commission of the North Central Association of Colleges and Schools
- Secretary Amercian Health Sciences Education Consortium
- Chairperson Government Relations Committee Siouxland Chamber of Commerce
- Numerous public speaking and professional presentations on a variety of health education, St. Luke's College and government relations/advocacy topics

Nancy Zubrod, BS
Library Associate
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Education

Bachelor of Science
Briar Cliff University, Sioux City, IA; August 1997

Experience

Library Associate
St. Luke's College, Sioux City, IA
August 1994-present

- Perform literature searches for health system staff, physicians, and the public using several types of computer based search tools (PubMed, CINAHL, EBSCOHost, Internet, SILO, etc.) as well as books and print journals.
- Play a large part in the yearly inventory of our collection as well as several other duties dealing with maintenance of our automated system.
- Team leader of compiling and recommending new purchases for the collection.
- Maintain serials subscriptions/receiving for main library collection and health system departments.
- Order print and non-print material for the Media Services Library, health system staff/departments, and the college bookstore.
- Maintain textbook inventory and budget for the college bookstore.
- Interact daily with all customers for general library use, mediated searches, research paper assistance, computer use, etc.
- Catalog and process all materials for our library collection.
- Interact with health system staff in the scheduling and troubleshooting of equipment (computers, printers, overheads, slide projectors, LCD projectors, TV's, and VCR's).
- Supervise and assign duties to work study students.

Interim Department Chair
St. Luke's College
November 2010 – June 2011

- Managed all daily functions of the library, including reference, interlibrary loan, and technical services.
- Supervised two temporary employees and 3 work study.

Media Services Clerk
Western Iowa Tech Community College, Sioux City, IA
May-August 1996

I was contacted by Western Iowa Tech to fill in for an employee going on short term leave. The duties I performed were similar to those in the previous Media Services Clerk position.

June 1992-July 1993

- Delivered, set up, and retrieved audiovisual equipment for classes and meetings.
- Dubbed videotapes for students and staff.
- Entered monthly statistics into computer.
- Recorded programs and generated computer labels for college telecourses.
- Corresponded daily with faculty, staff, and students in person and over the phone.

Media Services Technician

St. Luke's College, Sioux City, IA
January 1989 – August 1994

- Delivered and scheduled audiovisual equipment for health system events and meetings.
- Check out and shelve library materials.
- Supervise and assign tasks to volunteers and work study students.
- Responsible for inventory of audiovisual equipment.
- Troubleshoot problems with all equipment.
- Laminate materials for health system departments and staff.