

DACUM Competency Profile for the Nursing Student Success Advisor

A Student Success Advisor coordinates, facilitates, and mentors nursing students to successfully complete a nursing program and attain licensure by monitoring and supporting progress.

Duties		Tasks								
A	Provide Information to Prospective Nursing Student	A-1 Provide outreach to high school and middle school students	A-2 Participate in career exploration activities	A-3 Provide outreach to underserved population	A-4 Provide informational session on nursing program requirements	A-5 Coordinate with counseling regarding transcripts, pre-requisites, co-requisites transfer, and equivalency	A-6 Provide information on student success services	A-7 Participate in new nursing student orientation		
		B	Screen Entering Nursing Students for Success Probability	B-1 Administer approved standardized pre-assessment testing	B-2 Evaluate pre-assessment test results	B-3 Review past academic performance	B-4 Identify potentially high risk students (transfer, re-entry, LVN)	B-5 Collect data from other sources	B-6 Conduct individual student meetings to identify barriers	B-7 Facilitate remediation of students who do not meet entry cut scores
C	Assess Nursing Students Throughout Program	C-1 Initiate student contact	C-2 Accept self referrals from students	C-3 Accept referrals from academic and/or clinical faculty	C-4 Identify student concerns	C-5 Identify barriers to student success (i.e. child care, financial, transportation, social support, substance abuse, mental health, learning disabilities, medical needs, etc.)	C-6 Identify language and/or cultural issues	C-7 Assess student learning styles	C-8 Assess current study habits	C-9 Assess time management skills
			C-10 Assess test taking strategies	C-11 Determine current anxiety level	C-12 Identify current coping mechanisms	C-13 Assess school/work/life balance		C-14 Assess support system(s) available to student	C-15 Assess for DSPS/LD needs	C-16 Determine computer literacy

D	Coordinate Individual Nursing Student Success Plans	D-1 Orient students to student success program	D-2 Maintain open door policy	D-3 Build and maintain non-threatening relationships with students	D-4 Provide confidential environment	D-5 Set goals with students	D-6 Formulate student success plan with student	D-7 Advise students in organizational skills	D-8 Advise students in anxiety reduction strategies	D-9 Advise students in test taking strategies
			D-10 Advise Students in communication skills	D-11 Advise students in study skills/strategies	D-12 Advise students in time and/or life management skills	D-13 Provide forum for students to address their own needs	D-14 Provide test-error analysis	D-15 Provide academic tutoring	D-16 Formulate remediation plan with students	
E	Collaborate with Internal and External Nursing Student Success Personnel	E-1 Maintain collegial relationship with nursing faculty	E-2 Participate in faculty and/or departmental meetings	E-3 Provide input into curriculum modifications	E-4 Work with instructors to identify high risk students for effective placement in clinicals	E-5 Exchange feedback with instructors related to learning contracts	E-6 Foster mentoring relationships among students, faculty and community	E-7 Build student to student camaraderie	E- 8 Recruit and orient student tutors from nursing program	E- 9 Update counselors on student requirements
		E- 10 Provide counselors with rubric for remediation	E- 11 Moderate focus group with students, instructors, counselors, mentors and directors	E-12 Maintain good relationships with campus departments	E- 13 Liaison with community agencies	E-14 Maintain access to student success multimedia learning materials	E-15 Maintain currency in evidence based practice for student success	E-16 Evaluate multimedia resources for use in student success program	E-17 Provide input for exit interviews	
F	Refer Nursing Students to Available Resources	F-1 Provide direction for navigating college resources	F-2 Refer to semester level nursing faculty as content experts	F-3 Refer to campus academic support services	F-4 Refer to library/media center services	F-5 Refer to computer assisted instruction	F-6 Refer to ESL services	F-7 Refer to nursing skills/simulation lab	F-8 Refer to DSPS	F-9 Refer to student health services
		F-10 Refer to mental health/crisis counseling	F-11 Refer to financial aid/scholarship information services	F-12 Refer for access to emergency student support funds	F-13 Refer to academic counseling for graduation check and transfer requirements	F-14 Recommend NCLEX Review courses/materials				

G	Provide Nursing Student Success Learning Opportunities	G-1 Model professional behavior	G-2 Develop course- Preparing for success in nursing school	G-3 Provide organizational/ time management workshops	G-4 Provide study skills workshops	G-5 Provide basic math review workshops	G-6 Provide supplemental nursing process workshops	G-7 Provide test-taking strategies workshops	G-8 Provide anxiety reduction workshops	G-9 Offer support groups as needed
		G-10 Provide access to topic-specific information (time management, anxiety reduction, etc.)	G-11 Facilitate student- driven study sessions	G-12 Facilitate formation of effective student study groups						
H	Monitor Nursing Student Progress Throughout Program	H-1 Monitor test scores for students needing services	H-2 Interpret standardized and content mastery test results	H-3 Identify students at risk of failing courses	H-4 Identify changes in baseline academic and/or clinical performance	H-5 Track academic status	H-6 Coordinate with counseling re: co-requisites completion	H-7 Track clinical performance	H-8 Evaluate interpersonal interactions	H-9 Meet with student and their instructor as needed
		H-10 Facilitate DSPS accommodations	H-11 Schedule follow-up appointments with students	H-12 Monitor for implementation of established success plan	H-13 Provide positive feedback for progress towards student success goals	H-14 Modify plan if student needs not met	H-15 Monitor implementation of established remediation plan	H-16 Provide for student evaluation of success programs and services		
I	Ensure Nursing Student Success Program Documentation	I-1 Initiate student data collection	I-2 Provide student with mutually agreed upon success plan	I-3 Document student meetings with success program personnel	I-4 Document supportive services provided	I-5 Maintain individual student progress records	I-6 Manage grant- related documentation	I-7 Ensure required reporting to funding sources		
J	Follow-Up with Nursing Program Graduates	J-1 Provide strategies for NCLEX success	J-2 Facilitate accommodated status for NCLEX	J-3 Monitor graduates for passing NCLEX	J-4 Provide assistance or referral for student not passing NCLEX	J-5 Support role transition from student to nurse employee	J-6 Collect follow- up data on nursing program graduates to meet funding source requirements			

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Acronyms Used

DSPS- Disabled Students Programs and Services
ESL- English as a Second Language
LD- Learning Disability
NCLEX- National Council Licensure Examination

Worker Characteristics and Behaviors

Able to follow through	Flexible
Able to handle stress	Good listening
Able to maintain confidentiality	Open-minded
Able to meet deadlines	Open to learning
Able to multitask	Organized
Able to prioritize	Patient
Able to work under pressure	People orientated
Able to work with others	Positive outlook
Accountable	Professional
Assertive	Quick learner
Caring	Responsive
Committed	Self motivated
Creative	Sense of humor
Culturally sensitive	Tactful
Dependable	Team leader
Diplomatic	Team player
Empathetic	Time management skills
Ethical	Visionary

Future Trends

ADA accommodations	Legislative action
Changes in NCLEX testing	New technology
Changing funding patterns/sources	Old teaching strategies need to change for new audience
Changing partnerships and other applications of “student success programs.”	Ongoing funding for nursing student success advisory
Changing “professional” behaviors	Pipeline issues
Communication patterns	Regulatory changes
Competition/collaboration	Secure future existence of position
Cultural accommodations	Societal issue including finances and demographics
Deficiency in basic skills and changes in learner characteristics	Shortages and surplus
Emerging health occupations (changing partnership)	Health care industry expectation of new graduate and transitions
Faculty shortage	
Higher patient acuity	

Tools, Equipment, Supplies, and Materials

Administrative support
Bulletin board
Cell phone
Classroom with white board/chalk board
Computer
Copier
Dependable transportation
Health science labs and equipment
Internet access
Mail system
Multi-media cart
Multimedia equipment
Multimedia resources including DVD's, VHS,
Books, CD's, Internet, etc.
Office furniture
Office phone system

Office Supplies
Online instruction platform like, Black Board, Web
CT, etc.
Organizer/scheduler
Pager
Positive reinforcement (optional)

- Rewards

Printer
Private office space
Scanner
Storage space
Student computers
Technical support
Tissue box(es)
Web based academic portal

General Knowledge and Skills

- Ability to establish rapport with diverse group of students
- Coaching skills
- Computer literacy
- Effective communication skills (written, verbal, no-verbal, electronic)
- Effective organization and time management
- How to deal with “test anxiety” and coping with stress of school (knowledge of “stress cycle”)
- Interpersonal skills
- Knowledge and established rapport with campus and community resources
- Knowledge of a variety of study strategies
- Knowledge of a variety of test-taking skills
- Knowledge of clinical nursing skills
- Knowledge of cultural competency
- Knowledge of different learning styles
- Knowledge of grant requirements
- Knowledge of nursing program accrediting and licensing requirements
- Knowledge of professional boundaries
- Knowledge of the unique needs of the adult learner
- Leadership and management skills
- Nursing process
- Nursing role