



## University System of Maryland Job Class Specification

**TITLE: DENTAL ASSISTANT TRAINER**  
**FLSA: NONEXEMPT**  
**EEO6: H50**  
**IPEDS-SOC: Q-319091**

**JOB CODE: N06DTR**  
**JOB TYPE: INST SPECIFIC UMB**  
**JOB FAMILY/SERIES: DEN**

**APPROVED BY:**  
**Chancellor Donald N. Langenberg**

**EFFECTIVE DATE: 07/01/96**

### **JOB SUMMARY**

Under general supervision, functions primarily as a trainer/team leader providing individual or group training to dental students.

### **PRIMARY DUTIES**

1. Orients students to the clinical program.
2. Assists at chairside and coaches students on the applicable principles of dental practice which may be unique to the practice setting.
3. Participates in didactic presentations on dental assisting.
4. Assists in the assessment of practitioner performance.
5. Performs all of the duties of a Dental Assistant II.

Note: The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific duties and responsibilities may vary based upon departmental needs.

### **MINIMUM QUALIFICATIONS**

**EDUCATION:** High School Diploma or GED.

**EXPERIENCE:** Four years as a dental assistant, one year of which must have been spent providing training to dental students.

**OTHER:** Qualification by the Maryland State Board of Dental Examiners in Dental Radiation

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Technology.

Certification as a General Duty Dental Assistant by the Dental Assisting National Board.

**REQUIRED KNOWLEDGE/SKILLS/ABILITIES**

Comprehensive knowledge in the principles of dental assisting theory, technique, and practice. Skill in procedures using sit-down four-handed dentistry techniques. Skill in the use of dental instruments and equipment. Ability to wear and work in personal protective equipment. Ability to follow written and oral instructions. Ability to communicate effectively orally and in writing. Ability to train and evaluate dental students in specific techniques.

**OTHER:** Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

**CONDITIONS OF EMPLOYMENT**

Candidates selected for employment may be subject to medical inquiries and/or medical examination to determine ability to perform the job. Employees in this job class must be CPR certified within the first twelve months of employment, and must meet and maintain the requirements for current dental assisting. Overtime, weekend, on-call, and shift work may be required in some positions.