

Eden Central School District District Office

Posting

DATE: March 4, 2024

POSITIONS: School Nurse - 8 Hours per day; 10 Month position, and opportunity for additional summer hours

JOB REQUIREMENTS: Current License as a Registered Professional Nurse in NYS
Current certification in C.P.R. and A.E.D.

RECOMMENDED QUALIFICATIONS: Experience in pediatric and/or community or public health and/or school nursing is preferred.

DUTIES: As per attached

LOCATION: Eden Elementary School

SALARY: As per CSEA Contract \$24.37-\$25.20 per hour

EFFECTIVE DATE: As soon as possible

APPLICATION: Any person who is qualified for, and interested in being a candidate for the position must submit, in writing, a letter of application, a résumé and any other supporting documents to:

Mrs. Merrie Maxon
Eden Central School District
3000 Schoolview Road
Eden, NY 14057

Applications will be accepted until position is filled.



Jeffrey A. Sortisio
Superintendent

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As an Equal Opportunity Employer, the Eden Central School District does not discriminate on the basis of race, color, age, sex, religion, national origin, marital status, disability, or status as a disabled or Vietnam era veteran.

JOB DESCRIPTION

Position: School Nurse

Performance and Responsibilities:

- Develops policies, procedures and work standards for school health program in collaboration with other district school nurse staff.
- Monitors compliance of school health program with federal, state and local laws, regulations and policies.
- Manage program allotment efficiently.
- Prepares health reports for supervisor, board of education and health department.
- Collaborates with other child-support agencies and school personnel to provide for students in crisis or at risk.
- Provides first aid care and medically prescribed services.
- Maintains security of school health supplies.
- Instruct students in health education.
- Service as a resource person on health issues.
- Provides staff development on health-related topics for school staff and volunteers.
- Screens and conducts health appraisals for students and staff.
- Provides follow-up evaluations on students as required.
- Recommends corrective action where problems are identified.
- Conducts home visits when appropriate.
- Corresponds with parents on health needs of children.
- Records immunizations, health findings, and other relevant health data.
- Maintains the highest level of confidentiality.
- Other related duties as assigned.
- Maintains duties and responsibilities under supervision of Director of Pupil Personnel Services.

Knowledge, Skills and Abilities

- Considerable knowledge of medical disorders and treatment.
- Considerable knowledge of child growth and development.
- Working knowledge of public health problems and procedures for treatment in coordination with other health and social service agencies.
- Working knowledge of Federal, State, and Local laws and regulations affecting the delivery of school health services.
- Some knowledge of the school organization and the community served.
- Ability to identify abnormal growth and development and symptoms of disease.
- Ability to coordinate and facilitate services between the school, local health agency, and other community resources.
- Ability to develop and maintain health records on students.
- Ability to develop positive working relationships.