Position Description: School Nurse (Full-time)
Location: Woodland Elementary School
Start Date: August 24, 2020

Job Description

This opening is for a second school nurse at a grade 3-5 elementary school. The school nurses share responsibilities for managing the health office.

Responsibilities of the School Nurse:

The school nurse is responsible for developing, implementing and managing a school health program consistent with Massachusetts guidelines, regulations and statutes governing nursing practice and school health, and local district policies. Job duties of the school nurse include:

1. Organizes and implements state-mandated programs such as immunization surveillance and health related screening programs, including referral and follow-up.
2. Provides direct nursing care to meet the needs of the students, including administering first aid care for injuries, emergency medical care and management of acute and chronic illnesses.
3. Refers students to outside health care providers and/or other appropriate school staff for evaluation and follow up, if indicated.
4. Administers and/or supervises the administration of prescription medication to students; provides medically prescribed intervention.
5. Develops student specific health care plans aimed at improving health and academic achievement, in collaboration with parents/guardians and health care providers, which include nursing diagnosis, interventions and specific student goals.
6. Maintains comprehensive and updated school health records; utilizes Electronic Health Record to document student interactions and other health related information.
7. Serves as a member of the care coordination team for students with special health needs; participates in school based team meetings of students when medical input, interpretation or consultation is needed.
8. Identifies the need for health education; acts as a resource in health promotion/health education and teaches basic principles of health promotion to students, families and staff.
9. Participates in professional learning programs and workshops to enhance skills and knowledge.
10. Additional responsibilities may be assigned by Administrators.

Required Qualifications

- Valid license to practice as a Registered Nurse in Massachusetts
- Valid MA DESE licensure as a School Nurse
- Minimum of Bachelor of Science in Nursing
- Two years of school nursing, child health, community health or other relevant clinical nursing experience.
- Current certification in cardiopulmonary resuscitation/AED, and first aid from a recognized provider.

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