



School Nurse (Part-Time)

The Newman School

Boston, MA

Reports to: Dean of Students

Start Date: Immediately (Open until filled)

The Newman School seeks a part-time School Nurse for the 2022-2023 school year. The School Nurse reports to the Dean of Students, and manages the school health program. The part-time schedule is for approximately 15-20 hours. The Nurse provides care to 240 students in grades 7-12.

- Provide nursing care to students with acute, chronic, and emergent health care needs based on the student's condition. Consults with outside health professionals as needed.
- Conducts formal and informal evaluations of medical conditions and develops accurate medical summaries on students.
- Maintain confidential records of immunizations, medication administration, insurance, health findings, and other relevant health data in the Student Information System.
- Administer prescribed and over-the-counter medications in accordance with school policy.
- Communicate regularly with families regarding specific health issues.
- Review and monitor all student specific health action plans.
- Collaborate with the Athletic Director in the ongoing treatment and support of injured student-athletes.
- Provide individual and group education related to condition-specific child and adolescent health issues in collaboration with School Counselor and Student Life offices.
- Plays a role as a member of the school safety team.
- Performs vision, hearing, scoliosis, dental, and other health related screening
- Develops and maintains contacts with medical persons or facilities who might provide direct service or consultation.
- Participates in team meetings of students when medical input, interpretation, or consultation is needed.
- Conducts formal workshops and/or informal training for staff as appropriate.
- Performing other duties as assigned.

Required Education and Qualifications

- Bachelor of Science in Nursing (BSN) and three years of experience
- Licensed as a Registered Nurse in the Commonwealth of Massachusetts
- Current CPR certification
- Possess a strong clinical background in pediatric and adolescent health care, and knowledge regarding public health laws and regulations that are specific to school health in Massachusetts
- Desire to work in an independent school community
- Strong interpersonal skills and ability to work effectively with a wide range of constituencies in a diverse community
- Excellent verbal and written communication skills
- Commitment to working in and fostering an inclusive community

For more information, or to apply, please contact Kevin DeCosta, Director of Academic Planning and Operations at careers@newmanboston.org