



School Nurse

Hired by: Principal
Evaluated: Annually
Schedule: 10 month

Reports to: Principal and Lead Nurse
FLSA: Non-exempt
Supervises: None

The school nurse is to promote the general health and welfare of the student and faculty of the school by maintaining accurate health records, providing appropriate screenings and recommendations, dispensing medication, providing care, and educating the community on health related issues. The nurse shall be careful to observe all state and local guidelines for school health services. Most importantly, the nurse shall approach all health issues from a biblical perspective.

Spiritual Maturity

- Publicly profess a faith in Jesus Christ as Lord and Savior
- Actively engage in the life and ministry of an evangelical church
- Pursue a life of spiritual development through regular study of scripture and prayer
- Demonstrate the fruit of the Spirit as a byproduct of a growing faith
- Believe and support the school's statement of faith (Statement of Faith of the Fellowship of Grace Brethren Churches.)
- Agree to abide by the Lifestyle statement

Professional Responsibilities

- Ensure compliance with school entry health requirements, including immunizations, for each student
- Comply with treatment protocols
- Provide care for sick/injured students at school
- Ensure mandatory health screenings for the student body
- Maintain complete and accurate health records
- Secure all student medications and ensure their safe dispensation
- **Educate the school campus community on health issues. (lead nurse)**
- Provide and follow-up on necessary health referrals
- Create emergency action plans for students with chronic health issues and train faculty and staff on their implementation
- Support instruction of classroom health topics
- Ensure compliance with all state and local regulations related to school health services
- Participate in the development of IEPs, 504 accommodation plans, and intervention teams for at-risk students
- Procure necessary supplies for the health services office
- Other responsibilities as assigned by the head of school related to the health and safety of the school community.

Professional Requirements

- Maintain a valid RN license in the state of Ohio.
- Ability to work in a team environment
- Solid communication skills

Physical Requirements

WORKING ENVIRONMENT	RARELY	OCCASIONAL	FREQUENT	DAILY
Outdoor Duty				
Cold (50 deg. F or lower)	X			
Heat (90 deg. F or higher)	X			
Chemicals/Solvents		X		
Noise		X		
High stress			X	
Interruptions		X		
Overtime necessary			X	
Climbing stairs		X		
Crawling	X			
Standing/Sitting/Walking/Bending				X
Running	X			
Kneeling		X		
Reaching over shoulder			X	
Pushing/Pulling	X			
Lifting/Lowering/Carrying				
Up to 20 lbs.			X	
Up to 50 lbs.	X			
More than 50 lbs.	X			
Telephone				X
Fax/Copier		X		
Computer/Printer				X
AV Equipment		X		
Other (please list)				
Summon emergency help	X			
Apply CPR/First aid	X			
Lead field trips		X		
Communicate data				X
Prepare reports			X	
Driving	X			

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

Print Name

Date

Signature