

DISTRICT: Hooksett (Fred C. Underhill Preschool-Gr 2) and Candia (K-8)
POSITION: School Nurse (RN, ARNP)
SUPERVISOR: Principal

POSITION GOAL:

To facilitate the learning environment by encouraging a climate of health and well-being and promoting appropriate health care for staff and students.

QUALIFICATIONS:

Education: Minimum of associate degree
Certification: State of NH license to practice as a registered nurse
Experience: Three years' experience in nursing, preferably in a school district
Criminal Record Check: Required per NH RSA 189:13-a
Pre-Employment Medical Exam: Required per NH RSA 200:36 and 275:3

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VALUATION:

Performance of position responsibilities will be evaluated annually in accordance with the approved administrative procedure for staff evaluations.

GENERAL CONSIDERATIONS AND PHYSICAL REQUIREMENTS:

1. Demonstrate aptitude for successful fulfillment of assigned performance.
2. Specialized training with individuals with special needs.
3. Such alternative to the above qualifications as the Superintendent may find appropriate and acceptable.

4. Standing:	Occasional / Frequent	Lifting:	Occasional
Walking:	Occasional / Frequent	Reaching:	Occasional
Sitting:	Occasional / Frequent	Push/Pull:	Occasional
Driving:	Infrequent / Occasional	Bend/Stoop:	Occasional

GENERAL RESPONSIBILITIES:

1. Supervise and evaluate LNA/clerical assistant.
Maintain up-to-date cumulative health records on each student in accordance with state guidelines and school district policy including physical examinations, immunizations, hearing tests, vision, scoliosis, and communicable diseases.
2. Organize immunization clinics provided by NH Department of Health and Human Services.
3. Report to parents, school personnel, and community health resources for intervention, remediation, and follow through on health issues.
4. Assume responsibility for selection and referral of students in need of medical and dental care.
5. Observe students as needed to monitor health needs.
6. Assume authority, in the absence of a physician, for the care of a student or staff member who has suffered injury or emergency illness.
7. Visit students' homes when necessary, as directed by the Principal.
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9. Serve as a resource to staff and administration regarding specific health issues and current state and local health regulations.
 10. Authorize (with building administration) the exclusion and readmission of students in connection with infectious and contagious diseases and in compliance with state immunization laws.
 11. Advise staff on health matters, particularly regarding screening for student health concerns.
 12. Assist school personnel in establishing procedures and standards to maintain sanitary conditions in schools.
 13. Attend committee meetings and conferences regarding health service and health education.
 14. Participate in in-service training programs.
 15. Participate as the health specialist on 504 or Evaluation Placement Team to develop the IEP and/or accommodations.
 16. Recommend and help implement modifications of school programs to meet individual student health needs.
 17. Prepare and submit reports for the Superintendent and NH Department of Education (school health division) as required.
 18. Work with individual students' health care providers by following his/her orders for medications and treatments.
 19. Assist students, families, and school personnel to achieve optimal levels of wellness through health education.
 20. Administer medications and minor first aid according to school district policy.
 21. Participate in Emergency Management planning and drills.
 22. Prepare budget for the health office, manage purchases for school health needs, and maintain the health office in an efficient, orderly manner.
- This job description is not intended to be all inclusive, and employees will also perform other tasks and assume other responsibilities as assigned by supervisor(s).

Salary: Teacher Salary Scale

Please apply directly through our website at www.sau15.net. Please complete application and upload cover letter, resume, current license/certification, official transcripts and 3 signed and dated reference letters. Thank you!