

LOPEZ ISLAND SCHOOL DISTRICT NO. 144

86 School Rd., Lopez Island, WA 98261

360.468.2202/Fax 360.468.2212

Position Announcement

Lopez Island School District
Substitute School Nurse
(Up to 8 hours per day as needed)

POSTING: 17/18-60

Announcement Date:

Applications Screened: Upon Submission

Responsible to: Superintendent and Principals

Description of Position: Provide basic health services to students; to evaluate the health status of students. To provide first aid & health care, to serve as a resource pertaining to health management strategies, and to do other related functions as required.

Minimum Competencies Required:

Knowledge of: Health rules, regulations, public health information, medical and educational disabilities

- Principles, methods, techniques, strategies, and trends in educational health services
- Applicable health appraisal methods, techniques, and procedures
- Diabetes treatment protocols
- Allergies and sensitivities commonly found in school settings, and protocols for addressing student and adult needs

Ability to:

- Assist students in effectively dealing with health issues, problems, and concerns
- Effectively work with site and District personnel, parents, social service, and youth service agencies in resolving student health problems and concerns
- Communicate effectively in oral and written form
- Understand and carry out oral and written directions with minimal accountability controls

Education, License, Certification, Formal Training:

- Two years of successful public school nursing experience preferred
- Currently licensed as a Registered Nurse in the State of Washington
- Valid CPR, First Aid and AED certification required
- Possession of a valid Washington State Drivers License

Essential Functions:

- Implement and follow-up of student health care plans
- Collect, organize, and analyze student health information, and provide teachers and school administrative personnel with student health alert details
- Provide counsel and guidance to pupils and the school staff pertaining to individual student health needs as needed
- Conduct or assist in the conduct of vision and hearing screening in compliance with legal mandates, policies and regulations
- Assist clerical staffing implementing mandated pupil immunization program, including participation in parent information and referral programs
- Provide information and data to students concerning health education, nutrition, diet, and social and communicable disease
- Serve as a resource to site and District personnel, and members of the school community
- Assist in the development implementation and monitoring of the health service portion of individual education plans for students with exceptional needs, as needed
- Assist in the planning, development, and implementation of strategies to provide for health service in emergencies
- Establish, maintain, and monitor the maintenance of a variety of files and records pertaining to student services, and related matters

Other Functions:

- May provide information to parents about health issues if directed to do so by School Nurse or an administrator
- Performs related duties consistent with the scope and intent of the position

Mental Demands:

- Experiences frequent interruptions
- Required to deal with a wide range of student behaviors and academic abilities, which may include distraught or difficult students and parents
- May be required to shift task priority
- Frequently required to deal with situations that could put employee in position of liability
- Required to deal with emergencies as appropriate to the position and student or adult needs

Physical Demands:

- Exposed to visual display terminals
- Potentially exposed to ordinary infectious diseases carried by students
- Occasionally required to attend to students' personal hygiene
- Required to take precautions to avoid exposure to student bodily fluids, disinfectants and medications
- May be required to move ill or injured students

- This position performs light work that involves sitting, but does require walking and standing for extended periods
- Requires accurate perceiving of sound, near and far vision, depth perception, handling and working with materials and objects, and providing oral information

Application Procedures:

Current employees should submit a letter indicating interest in the position; include the position's title, why you are applying for this position, and how you meet the requirements.

Current employees do not need to submit the information listed below.

Applicants must submit the following information to the Human Resources Office:

1. Letter indicating interest.
2. Completed district application.
3. Complete resume of personal history, education, experience and references.
4. Copy of Washington State RN license or evidence of eligibility.
5. Submitted on-line application is acceptable for review purposes however, a mailed original is required. Email on line applications to: hr@lopez.k12.wa.us.

Please mail your original application packet to:

Renee Koplan, Human Resources Specialist
Lopez Island School District #144
86 School Road
Lopez Island, WA 98261
Phone: 360.468.2202 ext. 2303
FAX: 360.468.2212
www.lopezislandschool.org

Applications submitted online are acceptable for review purposes however, a mailed original is required. Email applications to: hr@lopez.k12.wa.us.

<p>Immigration Reform and Control Act Requirement: The recommended applicant, if not a current employee will be required to complete an INS 1-9 form and must provide proof of employment eligibility.</p> <p>Disclosure Statement and Background Check: Pursuant to chapter 43.43, Washington Laws of 1990, the recommended applicant will be required to complete a disclosure form indicating whether he or she has been convicted of crimes against persons listed in the law In addition, a background check, based on fingerprints and at employee expense, will be requested from the FBI and Washington State Patrol Employment status is contingent on verification o background check clearances.</p> <p>Job Sharing: Pursuant to Chapter 206, laws of 1989, the District will accept applications from individuals wishing to share a position.</p> <p>Nondiscrimination: The Lopez Island School District prohibits discrimination on the basis of age, sex, marital status, genetic information, sexual orientation, including gender expression or identity, race, creed, religion, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, unless based upon a bona fide occupational qualification, in all its employment procedures, training, programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Superintendent, 86 School Rd., Lopez Island, WA 98261, 360.468.2202.</p>
