

## **Mandaree Public School**

### **Job Description: School Nurse**

School nurses oversee the emotional, mental, physical and social health of students. They provide students with basic health services throughout the school day. School nurses also manage students who have chronic health conditions and students with disabilities. This includes giving them medication as needed and working with parents and teachers to create and enforce care plans.

Working as a school nurse requires organization, as you will often handle many cases throughout the day and school year. Flexibility is a must because you will be treating students with a scope of needs. School nurses are required to have either an associate's or bachelor's degree in nursing. You must also be currently licensed as a registered nurse (RN) through the State of North Dakota. The applicant may need to be able to obtain a teaching license as required by the District.

### **Responsibilities for School Nurse**

- Providing regular dental, hearing, and vision screenings
- Providing treatment for minor health issues for students and staff
- Creating health plans for individuals with specific health needs
- Provide leadership for healthcare initiatives within the school
- Consult with teachers, school administrators and other school staff regarding student care
- Regulating and dispersing students' prescribed medications
- Assessing the status of a student's immunization documentation
- Educate students and staff on health procedures
- Help students who have feeding disabilities
- Providing information regarding the normal development of humans along with child development stages
- Be able to write referrals to aid in providing appropriate health care.
- Serve on Committees that pertain to healthcare as needed.
- Serve as a liaison with state and tribal health programs/
- Provide guidance for the District for any unexpected health care issues.
- Knowledge of CDC COVID-19 guidelines and procedures.

## Qualifications for School Nurse

- Registered Nurse (RN) license
- Possess valid North Dakota driver's license
- Must be able to pass a background check and drug/alcohol screening.
- Knowledge of many areas of pediatric health including mental and emotional health
- Knowledge of school laws and policies
- Ability to work independently or with others
- Understanding of confidentiality and commitment to abide by confidentiality regulations.
- Knowledge of computer programs related to the position: Familiarity with office equipment, computers, general office productivity software including NASIS.
- Understanding of applicable Section 504 law and how to apply that law in a school situation.
- Ability to problem solve, critically evaluate, and execute duties under stressful conditions. Able to maintain composure under stressful conditions and apply common sense understanding in carrying out detailed written and/or oral instructions.
- Ability to work with students of varying abilities, develop effective working relationships with students, staff, and the school community and communicate clearly and concisely, both orally and in writing.