



## Fort Cherry School District

### Job Description

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| <b>Title:</b>            | School Nurse  |
| <b>Overview:</b>         | Employees shall strengthen and facilitate the educational process by improving and protecting the health status of children; prevent illness and disability and promote early detection and correction of health problems |
| <b>Location:</b>         | Applicable School Building  |
| <b>Reports to:</b>       | Director of Pupil Services and Building Principal   |
| <b>Supervises:</b>       | NA  |
| <b>Coordinates with:</b> | All Administrative and Supervisory Personnel of the School District<br>All Employees of the School District either directly or indirectly   |

#### Essential Duties:

1. Provide health assessments
2. Develop and implement a health plan
3. Maintain, evaluate, and interpret cumulative health data to accommodate individual needs of students
4. Participate as the health specialist in the development of IEPs, GIEPs, or 504 Plans, as appropriate
5. Participate as a member of the School's Crisis Management Team
6. Plan and implement school health management protocols for the child with chronic health problems
7. Participate in home visits to assess the family's needs as related the child's health, as appropriate

8. Develop procedures and provide for crises intervention for acute illness, injury, and/or emotional disturbances
9. Promote and assist in the control of communicable diseases through preventive immunization programs, early detection, surveillance, and reporting of contagious diseases
10. Recommend provisions for a school environment conducive to learning.
11. Provide information on health and wellness
12. Coordinate school and community health activities and serve as a liaison person between the home, school, and community, as appropriate
13. Act as a resource person in promoting health careers
14. Engage in research and evaluation of school health services to act as a change agent for school health programs and school nursing practices
15. Assist in the formation of health policies, goals, and objectives for the school district
16. Maintain and update cumulative health records
17. Prepare requisitions for school health supplies
18. Organize and supervise school health volunteers or assistance
19. Prepare statistical reports for state agencies, as mandated by PA law
20. Implement the school medication policy and procedures
21. Interpret school health services to school personnel
22. Plan, implement and supervise school health screening programs in accordance with state and district requirements and recommendations
23. Participate in health aspects of kindergarten registration, as appropriate

24. Assist school personnel recognize departures from appropriate behavior and growth patterns; assist students and staff adjust student programs when necessary to accommodate health needs of student
25. Review student health records and inform school personnel of special health problems and possible school safety hazards
26. Participate in professional development activities as required by the school district and PA law, such as CPR/AED/First Aid, SAP/ESAP training/updates, etc.
27. Participate as a member of appropriate committees, which may include but are not limited to: Wellness Committee, SAP/ESAP Team, Safety Committee, etc.
28. Communicate effectively with all members of the District and Community
29. React to change productively and handle other tasks as assigned
30. Maintain confidentiality
31. Support the mission, vision, and belief statements of the District
32. Any other responsibilities assigned by the Superintendent/Director of Pupil Services/Building Principal

### **Qualifications and Skills:**

- Bachelor's Degree, appropriate PA Certification & License
- Demonstrate an average working knowledge of technology used by the District
- Demonstrate strong communication skills both verbal and written
- Ability to work well with others and have positive attitude
- Ability to organize, supervise, and set priorities
- Ability to work effectively in a school office setting characterized by frequent interruptions
- Ability to multi-task and exercise good judgment while working in a dynamic environment
- Ability to respond sensitively to common inquiries or complaints
- Ability to work independently and be self-motivated

- Ability to gain all clearances and requirements set forth by federal, state, and local regulations
- Any addition to the above qualifications/skills as be determined by the Board of School Directors/Superintendent/Building Principal

**Terms of Employment:**

Employment obligations will be defined in the Professional Educator Collective Bargaining Agreement; such items as work year, workdays, salary, and benefits will be established in accordance with the provisions of the agreement

**Evaluation:**

Job performance will be evaluated at least annually in accordance with the provisions outlined in the collective bargaining agreement