

POSITION DESCRIPTION

Title: School Nurse
Reports to: Lead Nurse
Work Year: Part-Time

Position Focus: The School Nurse leads in all aspects of the functions of both clinics and supports the teachers and administration of Cambridge Christian School to provide a healthy program in the school community.

Spiritual:

- *Seek to role model in attitude, speech, and action a consistent daily walk with Jesus Christ*
- *Motivate others to accept God's gift of salvation and grow in their faith*
- *Follow the Matthew 18 principle in dealing with students, parents, staff an administration*
- *Lead others to a realization of their worth in Christ and cultivate their growth in Christ-like character*
- *Subscribe to and promote the statement of faith*

School Nurse Responsibilities:

- Oversee the daily operation of the clinics
- Provide for health care needs of students and staff
- Administer, monitor, and log medications given to students during school hours
- Maintain all documentation for clinic (i.e. medication records, at-risk students, clinic visit logs, accident reports, etc.)
- Evaluate student compliance with immunization and health exam requirements, and enforce appropriate Department of Health regulations
- Maintain files for clinic and student information
- Develop and provide health education such as hygiene, nutrition, and safety in elementary classrooms
- Coordinate annual screenings for vision, speech and hearing and scoliosis
- Coordinate first aid needs and medications for class field trips, etc.
- Provide annual blood-borne pathogens training to staff
- Serve the staff and school community through health programs such as blood drive, flu shots, CPR training, etc.
- Review and make recommendations for the promotion of safety and health in the school community
- Provide effective oral and written communication with parents, teachers, students, and community
- Stay abreast of the latest recommendations from the Department of Health and CDC and ensure that CCS is in compliance accordingly
- Ensure that CCS is fully equipped with all health-related supplies

Qualifications:

- Licensed by the State of Florida to practice nursing
- Certified to train in CPR and first aid