

## **Job Description: Nurse, RN**



**Position Title:** Nurse, RN (School-based)

**Salary Grade:** Teacher Salary Schedule

**Pay Grade:**

**Our Mission:**

Our mission is to bring the best of public education to our community by providing innovation and choice within a continuous preschool through a post-secondary curriculum so that each child recognizes the benefits of lifelong learning, constructive citizenship, and personal happiness.

To perform this job successfully, the individual must be able to perform each essential duty satisfactorily. The requirements listed represent the knowledge, skill, and ability required. Reasonable accommodations may enable individuals with disabilities to perform the essential functions. The duties are intended to describe the nature and level of work performed by the employee assigned to the position. This job description is not meant to be construed as an exhaustive list of all responsibilities, duties, and skills required of this position. Other duties may be assigned which are not listed. Additionally, when the duties and responsibilities of this job change, this job description will be reviewed and updated, subject to changes and business necessities.

**Custom Job Purpose:**

This position exists to work directly with students with physical, emotional, and/or intellectual impairments within the school district, or individual school. Duties are performed under the supervision of the Health Services Director. Performance is evaluated through observation of work, and/or periodic conferences, critiques, records, and reports.

**Essential Functions of this Job:**

Works with health services education and district staff to serve students with special needs, including physical, emotional, and intellectual health. Clerical duties will consist of maintaining school health records and other related health reports. Supervision duties will include providing supervisory assistance for students receiving health-related services. Reinforcement of instruction will be given to students and teachers regarding the health services and activities. Preparation of instructional materials will include presenting materials or assisting teachers and other health services staff to provide health-related curricula. Classroom assistance may be required for field trips, projects, and assisting teachers to provide for health-related needs. Technology will be used for medically-related equipment. Will perform personal care and medical procedures (e.g., catheterization), as needed for students. Will participate on health advisory committees as requested. Will perform liaison functions with various outside agencies

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serving students with health needs as described. Will complete specific district duties as assigned regarding student health and wellness.

### **Non-Essential Functions of this Job**

Performs other duties as assigned.

### **Knowledge, Skills, and Abilities:**

Knowledge of school educational programs and school health. Ability to serve special needs students by providing physical, emotional, and intellectual care professionally and with compassion. Ability to communicate well and understand directions, both orally and in writing. Ability to keep records and make reports, and to work cooperatively and act professionally with other school personnel and parents. Flexible to travel throughout the school district. Bilingual/biliterate preferred.

### **Education, Experience, and Certification/License Requirements**

Current, and valid Florida RN license is required. Graduation from an accredited college within a nursing program is preferred. Valid Florida driver's license and CPR certification also required.

### **Work Context:**

Requires sitting and some standing, walking, and moving about to coordinate work. Requires face-to-face discussions and contact with individuals and/or teams. Requires the use of alternative communication systems, such as electronic mail, telephones, and computers. Requires coordination of work tasks to establish priorities, set goals, and meet deadlines. Requires work with students, parents, internal and external contacts, and the public.

### **Physical Environment:**

Requires working indoors in environmentally controlled conditions. Requires being active for most of the day, and the ability to lift, carry, move and position objects frequently weighing up to 20 pounds, and infrequently weighing 40 pounds or more, with help as necessary.

### **Local Code:**

### **EEO5:**

### **Approval Date:**

**Date Last Revised: 4/6/2022**