

AUTAUGA COUNTY BOARD OF EDUCATION  
PERSONNEL DEPARTMENT  
153 West Fourth Street  
Prattville, Alabama 36067

**POSITION ANNOUNCEMENT**

June 2, 2022

**The Autauga County Board of Education is now accepting applications for the positions of:** Registered Nurse at Prattville Elementary School

**Job Description:** Please see the attached Autauga County Board of Education (ACBOE) job description for this position.

**Qualifications:** Please see the attached ACBOE job description for this position.

**Effective Date:** August 8, 2022

**Salary:** ACBOE approved salary schedule based on rank, certification, and experience. (Please review the attached ACBOE salary matrix.)

**Contract Length:** 182 days (9 months)

**Application Information:** Go to [https://ats1.atenterprise.powerschool.com/ats/app\\_login?COMPANY\\_ID=00008500](https://ats1.atenterprise.powerschool.com/ats/app_login?COMPANY_ID=00008500) to complete the on-line application. On the Where do you want to work? page, click "Deselect All". Then click on the "+" located next to the Alabama State Department Education check box. Click the box next to District 5 and click "+" next to the District 5 box. Then check the box for Autauga County. Complete all sections of the application; do not put "see resume".

**Application Deadline:** June 9, 2022 - or until filled

*The Autauga County Board of Education is an equal opportunity employer and does not discriminate in employment on the basis of religion, race, color, sex, national origin, age or disability. Minorities are encouraged to apply.*

1 Attachment  
1. Job Description

## SCHOOL NURSE

POSITION TITLE: School Nurse

RESPONSIBLE TO: Superintendent of Education

REPORTS TO: Principal(s) of Assigned School(s)  
School Health Services Coordinator

### JOB GOAL:

To perform duties as outlined by working with the School Health Services Coordinator and Principal of assigned school(s) to implement the goals of the School Health Services Program.

### QUALIFICATIONS:

The School Nurse shall hold a current professional registered nursing license from the Alabama Board of Nursing and a bachelor's degree from an accredited university. Previous experience in school nursing and/or community health is preferred.

### PERFORMANCE RESPONSIBILITIES/ESSENTIAL FUNCTIONS:

1. Implements Autauga County school health program in assigned school(s).
2. Schedules and conducts screen programs for vision, hearing and spinal problems at grade levels specified by local and state guidelines. Documents and refers students with deficiencies.
3. Reviews immunization records, notifies parents of delinquencies and provides updates as needed according to Alabama Department of Public Health guidelines and state law.
4. Identifies and provides services to students with health problems by physical assessment, referral for further evaluation and treatment, and follow-up and health counseling.
5. Initiates and maintains health records.
6. Compiles and submits periodic reports and evaluations regarding status of program within assigned schools.
7. Serves as health resource person to teachers and provides health education on a request basis.
8. Confers with students, parents and teachers on health related matters.
9. Serves as liaison between school, community health departments and medical community.
10. Assists in carrying out policies and procedures for control of communicable diseases within assigned schools including inspections, evaluations and furnishing information to school officials.
11. Prepares and makes presentations regarding the school health program to school and community organizations.
12. Participates in school staff inservices and professional development activities.
13. Serves as a member of the IEP (Individualized Education Plan) team when the primary services for the student are health related.
14. Prepares Individualized Health Care Plans (IHCP) for students with chronic health problems.

