

PERSONNEL VACANCY

Edwardsville Community Unit School District #7

FY: 19-084

DATE: January 28, 2019

POSITION DESCRIPTION

Job Title

SUMMER SCHOOL NURSE

<u>Location:</u>	District Schools
<u>Job Description:</u>	See Reverse
<u>Terms:</u>	June 4 – July 17; (no school July 4)
<u>Hours:</u>	7:00 – 12:00pm; Monday - Friday
<u>Salary:</u>	To be determined by a collective bargaining agreement
<u>Qualifications Required:</u>	<ul style="list-style-type: none">*Appropriate Illinois Licensure*School Nurse Endorsement*Superior work habits and ethics*Excellent communications skills (written & verbal)*Ability to work well with students, faculty and parents*Ability to perform duties as outlined
<u>Contingent Upon:</u>	Board approval
<u>Closing Date for Application:</u>	February 4, 2019 or until filled
<u>Apply on-line at:</u>	www.ecusd7.org Go to departments/personnel follow link to Applications/Forms and select Certified
<u>Contact:</u>	Adam Garrett Director for Special Education Edwardsville Community Unit School District 7 (618) 656-1182

The Edwardsville Community Schools offer employment without regard to race, Color, creed or religion, age, sex, national origin, or handicap

PLEASE POST

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NURSE JOB DESCRIPTION
EDWARDSVILLE COMMUNITY UNITY SCHOOL DISTRICT #7

Certification preferred: School Service Personnel – School Nurse

1. Must hold bachelor degree endorsed for school nursing
2. Must be licensed as registered professional nurse in Illinois pursuant to the Nursing and Advanced Practice Nursing Act
3. Must have completed an Illinois Program approved for the preparation of school nurses or a comparable approved program in another state or country or hold a comparable certificate issued by another state or country
4. Must have completed internship with no less than 300 hours of experience that was supervised by certified school nurse

RESPONSIBILITIES / DUTIES:

A. Provide health Assessments

1. Obtain health and developmental histories as determined by collaborative teams
2. Screen and evaluate vision, hearing, scoliosis, growth, etc.
 - a. Work with outside agencies if necessary to correct remediable defects
 - b. Complete Data Reports for District 7 and IDPA and ISBE
3. Observe the child for development of health patterns in making nursing assessment and nursing diagnosis

B. Develop and implement health plans

1. Interpret the health status of students to parents and school staff
 - a. Provide direct health service intervention
 - b. Provide information and recommendations regarding student's condition and plan of care
2. Initiate referrals to parents, school personnel, and community health resource for intervention, remediation, and follow-through
 - a. Mental health issues
 - b. Physical health issues
3. Provide on-going health counseling with students, parents, school personnel and health agencies
4. Utilize existing health resources to provide appropriate care of students

C. Participate as health team specialist on the child education evaluation team to develop the individual education plan (IEP) or applicable 504 plan

D. Plan and implement school health management protocols for the child with special health needs

1. Provide training to staff as necessary for student health issues such as asthma, diabetics, and allergies
2. Provide training to students and support the employees in proper hand washing techniques
3. Provide and oversee Bloodborne pathology Training and compliance

E. Evaluation of health status students and personnel

1. Examine student physical examination reports and keep the administration informed of any unusual conditions and no compliance with state regulations
2. Provide emergency service for injury or sudden illness
3. Identify lice or nits in students and provide counseling for parents for treatment of lice
4. Alert and advise administration of occurrence of communicable disease by students or employees following guidelines from Department of Public Health
5. Maintain appropriate level of supplies for first-aid and emergency supplies

F. Maintain reports as required by Department of Public Health, ISBE, and District

1. Enter data into Pentamation system following required timelines
2. Review data supplied in reports checking for accuracy
3. Provide reports to administration as requested
4. Maintain Medical Susceptibility and Student Alerts list

Physical Demands: While performing the duties of this job, the employee will occasionally sit, walk or stand. The employee will occasionally reach forward or above the head more than the average person. The employee needs the ability to travel to other buildings within one day.