

Job Description

Position Title: School Nurse (2020-2021 School Year)

Purpose of Position

The School Nurse fulfills the mission of Des Moines Christian School by overseeing and administering health services, policies and programs for the DMCS student community.

Position:

- This position is for the 2020-2021 school year only.
- Salaried, 2020-2021 school year contracted employee
- Full-time Benefit Eligible / 2020-2021 School Year

Reports To: Elementary Principal

Evaluated By: Elementary Principal

Direct Reports: None

Salary Scale/Pay Grade: Faculty

Qualifications:

- Registered nurse with valid Iowa licensure - BSN preferred
- Current CPR/AED certification or ability to obtain.
- In agreement with the Des Moines Christian School (DMCS) Statement of Faith.
- Active member/regular attendee of Bible believing church and committed to growth in their personal relationship with Jesus Christ.

Professional Profile:

- Demonstrated commitment to the mission of DMCS: Equipping minds and nurturing hearts to impact the world for Christ.
- Characterized with integrity and maintains confidentiality.
- Utilizes critical thinking and problem solving skills.
- Demonstrates consistent spiritual leadership.
- Manifests effective verbal and written communication skills.
- Proven ability to work in a collaborative role with diverse groups, including teachers, students, administrators, and parents.

Responsibilities:

Health Services:

- Provides appropriate written instruction on medical/health related procedures school personnel are required to implement.
- Provides leadership in planning for the provision of proper emergency care and first aid for sudden illnesses or accidents incurred under school jurisdiction.
- Evaluates student and recognizes signs and symptoms suggestive of illness, including communicable diseases, and advises parent/guardian regarding follow-up services.

- Administers prescription and non-prescription medication according to physician and parent authorization.
- Collaborates and consults with family service providers.
- Provides health counseling to students and parents.
- Provides assistance for referrals to human service agencies and varied community resources.
- Maintains detailed daily log of student visits and parent/physician contacts along with accurate and timely individual documentation of student's' health records.
- Develop individualized student health and emergency care plans for students with special health care needs.
- Coordinates health screenings (vision, hearing etc.) and provides assistance in interpreting results.
- Assists teachers in health instruction through teaching or as a resource.
- Contributes to the inservice education programs to improve the quality of care and contribute to patient advocacy and knowledge.

Administration:

- Establishes, updates and maintains confidential student and health and immunization records, and communicates pertinent health data to school personnel.
- Monitors compliance of school health program with federal, state and local laws, regulations and policies.
- Maintains security of school health supplies.
- Administers pre-employment drug tests and DOT Bus Driver Drug Tests.

Revised 7/2020