

JOB DESCRIPTION
SCHOOL NURSE
SCHOOL DISTRICT OF PITTSVILLE

REPORTS TO: District Administrator

QUALIFICATIONS:

1. Registered Nurse (RN) license
2. Knowledge of many areas of health including mental health
3. Knowledge of school laws and policies
4. Ability to work independently or with others
5. Ability to communicate well with others
6. Ability to assess situations and act quickly
7. BLS/CPR certification
8. Knowledge of state health regulations
9. Ability to multitask

DUTIES AND RESPONSIBILITIES:

1. Treat students and staff as needed
2. Develop care plans for students with ongoing conditions
3. Consult with teachers, school administrators and other school staff regarding student care
4. Administer medication
5. Monitor student immunization records
6. Educate students and staff on health procedures
7. Help students who have feeding disabilities
8. Perform hearing, vision and other health screenings
9. Management of emergency response teams and drills.
10. Administer medications and monitor delegated medication administration.
11. Educate and train staff on asthma, life threatening allergies, diabetes, and blood borne pathogens.

REQUIRED SKILLS AND ABILITIES:

1. Knowledge of community agencies to help students and their families.
2. Knowledge of district policies and procedures.

PHYSICAL REQUIREMENTS:

1. Prolonged periods sitting at a desk and working on a computer.
2. Prolonged periods of standing, reaching, and bending.
3. Must be able to lift up to 50 pounds at times.

EVALUATION: The administration shall complete an evaluation in accordance with Board policy.

Approved by the Board of Education May 8, 2023.