

Job Description

Mission: Orange City Christian School is a biblically-based community that partners with parents, educating hearts and minds to serve in Christ's Kingdom.



TITLE:	School Nurse
REPORTS DIRECTLY TO:	Principal
SUPERVISES:	N/A
EVALUATION:	Performance on the job will be evaluated by the principal in terms of this job description.

ESSENTIAL REQUIREMENTS:

1. Demonstrate Christian conduct and a love of serving others.
2. Demonstrate interest and passion in portraying and promoting the vision, beliefs and goals of OCCS within the scope of the school nurse position.
3. Possess a current license to practice professional nursing in Iowa and any certification required by the Department of Education.
4. Demonstrate the ability to listen, communicate, maintain confidentiality, and provide a calm atmosphere under pressure.
5. Provide patience and a reassuring attitude when caring for students.
6. Ability to report to work on time and perform assigned duties.

ESSENTIAL RESPONSIBILITIES:

1. Provide health assessments and screenings. Coordinate all screenings provided by outside service providers.
2. Communicate and explain if necessary findings from screenings to faculty, administration, and parents.
3. Maintain an accurate record of all student health and development history.
4. Develop and implement health plans for all students who need them
5. Initiate referrals to parents, school personnel, and community health resources for intervention, remediation, or follow through.
6. Provide ongoing health information to students, school personnel, and health agencies.
7. Recommend and help implement modifications to school programs to meet student health needs.
8. Provide care for students, faculty, and staff as health needs arise.
9. Administer medicine. Facilitate training for office staff to administer medicine.
10. Promote and assist in the control of communicable diseases.
11. Teach health lessons in the classroom, as requested by the classroom teacher.
12. Serve as a resource for school faculty and staff.
13. Assist in the formation of health policies, goals, and objectives for the school. Promote and enforce school health policies.
14. Maintain first aid kits and all AED devices.
15. Assist in safety drills and faculty and staff training related to health and safety.
16. Maintain proactive and regular communication with faculty, administrators, staff, and parents.
17. Provide information for state reports as needed and appropriate.
18. Serve as an active member of the school health and safety team.
19. Partner with the athletic director to ensure all physicals and concussion trainings are completed.
20. Use technology to organize and communicate with school staff and parents any necessary information.
21. Other duties as assigned and appropriate.