



Rowland Hall: School Nurse

School Overview

Rowland Hall is an independent school in Salt Lake City serving 1,000 students in preschool through twelfth grade. Driven by our vision of inspiring students who make a difference, Rowland Hall sets the standard for teaching and learning excellence in a warm, inclusive environment where students form meaningful relationships that cultivate confidence and self-discovery. Transformational academic and co-curricular programs, including experiential learning opportunities, self-expression through the arts, and a competitive athletic program, ensure students are challenged both inside and outside the classroom. We foster curiosity, compassion, and joy throughout the learning process and graduate young adults who know how to think critically. Our recently launched [strategic priorities](#) are designed to give students agency and purpose while empowering them to make the world a better place for all.

Located near the base of the stunning Wasatch Mountain Range and adjacent to the University of Utah, a world-class research university and medical center, Rowland Hall attracts a diverse community of families. The school focuses on recruiting and retaining high-quality employees by offering extensive professional development opportunities, salaries that are competitive with local districts and market rates, and a close-knit, supportive community.

Position Summary

Rowland Hall is looking for a second school nurse with a current Utah License and solid organizational and administrative skills. Experience working in a school is preferred but not required. In addition to routine school nurse responsibilities, this position requires experience, readiness, and flexibility to partner with the all-school nurse and school leadership in helping to shape and execute health and safety protocols as we come out of the COVID-19 pandemic. The school nurses are members of the student support teams and work closely with students, teachers, and administrators to support students and the school, and both nurses will spend time on the school's two campuses. Confidence, warmth, and clear communication skills are essential for this position.

Primary Job Responsibilities

Students:

- Respond to instances of illness or injury
- Assess patient care requirements for reasonable accommodations at school
- Formulate and implement student health care plan
- Assure quality of care by adhering to standards of care and Utah State Nurse Practice

Families:

- Communicate accident information to parents and situations where the patient's needs must be met at home or outside care facility
- Document communicable disease cases and send home appropriate information to parents.

Administration:

- Document and maintain all records, forms, medication logs, and immunization records as required
- Review emergency authorization forms, work with divisions on medical information, and review and track accident reports for patterns and concerns
- Provide training for faculty and staff on health issues and emergency responses: diabetes, anaphylactic reactions, asthma, allergies, CPR/First Aid, and infectious disease protocols
- Contribute to annual review of policy and procedure related to health and safety on campus and school-related trips and activities
- Order and maintain medical supplies for RN office and first aid kits
- Maintain all emergency medical supplies for individual students
- Demonstrate cultural competence

Skills and Requirements

- Current RN License in Utah
- Bachelor of Science in Nursing
- Certifications in School Health (preferred, not required)
- Facility with databases and tracking information
- The requirements listed below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to:
 - lift up to 15 pounds;
 - move easily and quickly from the nursing office space to other spaces to respond to accidents or health situations;
 - demonstrate good judgment while maintaining appropriate relationships with students, families, and colleagues;
 - maintain confidentiality;
 - work collaboratively with faculty and families in creating an environment where students can thrive, and that is in line with strategic priorities.

Additional Details

This is a full-time, 10-month (mid-August–mid-June) exempt position beginning in August 2022 that reports to the Associate Head of School. The possibility of job-sharing would be considered if circumstances would benefit both the school and the applicant. Qualified candidates should forward a resume, list of references, and letter of interest by email to jenniferblake@rowlandhall.org. For more information about the school, please visit www.rowlandhall.org.

Equal Employment Opportunity

Rowland Hall is an equal opportunity employer, and as such, believes that each individual is entitled to equal opportunity without regard to sex, color, race, ancestry, religion, national origin, sexual orientation, gender identity, age, physical disability, marital status, veteran status, or any other characteristic protected under federal or state anti-discrimination laws. Rowland Hall's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline, and all other terms, conditions, and privileges of employment.