



Gull Lake Community Schools  
Richland, Michigan

**JOB POSTING**

**Bus/Classroom Nurse Substitutes**

September 19, 2019

**Job Summary:**

Under the direction of the administrators and district nurse, the bus/classroom nurse is responsible for providing support to students riding the bus and support to students in a classroom during the school year.

**Qualifications:**

**Required:**

- A. Possess a LPN or RN license
- B. Must be able to lift/carry 20-30 pounds
- C. CPR certified
- D. Experience caring for patients with a tracheostomy

**Desired Characteristics:**

- A. Experience working with children
- B. Ability to work in a busy classroom
- C. Experience with g tube meds and feeding

**Duties:**

- A. Assist student(s) on bus and in the classroom
- B. Maintain confidential student information
- C. Work independently and cooperatively with administrators and teachers
- D. Ability to plan and organize; good work habits
- E. Communicate daily with parents via notebook and in person
- F. Assist with toileting/diaper changing
- G. Assess respiratory status, use pulse oximeter, suction/replace trach as needed, trach care as needed
- H. Perform other duties as assigned by administration

**STATEMENT OF NON-DISCRIMINATION**

The Board of Education does not discriminate on the basis of race, color, national origin, sex, including sexual orientation or transgender identity, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, in its programs and activities, including employment opportunities.

**CRIMINAL RECORDS CHECK**

In accordance with state law and board policy, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review.

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*

**Start Date: ASAP**

**Salary: \$22.00 per hour**

**Apply To:** Candidates who are qualified and wish to be considered for this position must submit an AppliTrack online application at [www.gulllakecs.org](http://www.gulllakecs.org) that includes a letter and resume.

**Questions:** Contact - Tonya Kammeraad, Human Resources  
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