

---

---

## Job Description

---

---

<b>CLASSIFICATION:</b>	Certificated
<b>TITLE:</b>	ESA (Educational Staff Associate) Nurse
<b>REPORTS TO:</b>	Director of Student Services

### **POSITION SUMMARY:**

Under the direction of the Director of Student Services, this position will assist in the planning and implementation of school health programs; evaluate the health status of students and the health service program; provide instruction to staff, students, and parents in health practices, child care, and other related subjects; serve as a resource for student health management strategies; monitors student health care plans and performs other related functions as required.

### **Experience and Education:**

- Washington State Registered Nurse (RN) certification required
- Bachelor of Science in Nursing (BSN) required.
- Current ESA certification as a school nurse required
- Prefer experience in pediatric or school nursing

### **Preferred Qualifications:**

- Current Washington State Registered Nurse (RN) license required
- Bachelor of Science in Nursing including preparation in public health practices required
- Current Washington State ESA certification as a School Nurse required
- Current certification in First Aid and CPR required
- Pediatric, adolescent or school nursing experience
- Ability to work with a wide variety of adults and students.
- Prior successful work record with evidence of a positive work ethic.
- Demonstrated ability to work effectively as a member of a team.
- Such other qualifications as the Board may find acceptable.

### **Special Requirements:**

- Valid First Aid/CPR card
- Successful Washington State Patrol and Federal Bureau of Investigation fingerprint clearance
- I-9 employment eligibility in compliance with the Immigrations Reform and Control Act
- HIV/HBV training (obtain within 60 days of hire date – District provided)
- Human Resources new hire training (obtain within 60 days of hire date – District provided)

### **Knowledge of:**

- Principles, methods, practices and trends in educational health services
- Health assessment methods and practices
- Social and health service agencies in the local area
- Social, emotional, and behavioral characteristics of students
- Appropriate curriculum and instructional programs pertaining to student health education
- Communicable diseases and control and reporting requirements

## **ESA Nurse Job Description Continued:**

### **Ability to:**

- Assist students in effectively dealing with health issues
- Effectively work with staff, parents, health care providers, and youth service agencies in resolving student health problems and concerns
- Effectively participate in the planning, implementation, and monitoring of health instructional processes
- Communicate effectively in oral and written form
- Assist in developing and promoting student wellness

### **POSITION RESPONSIBILITIES**

- Develop and implement a comprehensive school health program, providing a continuum of health care services
- Initiate, manage and assess student health plans and emergency care plans
- Provide training of staff to ensure delivery of safe and appropriate student health care
- Delegate some health care tasks to non-licensed employees in compliance with all delegation, training and supervision requirements
- Promote comprehensive and sequential health education program
- Maximize student learning potential in a safe and healthful environment
- Coordinate delivery of health services with building principal
- Provide health counseling and referral services to students and families
- Conduct vision/hearing/scoliosis screenings and monitor referral process
- Ensure compliance with state regulations for student immunizations
- Coordinate community health educators for classroom presentations
- Coordinate with appropriate agencies in the control of communicable disease
- Provide support in identifying and reporting suspected cases of abuse/neglect
- Teach self-care skills to students and assist in modifying the environment to promote self care
- Provide leadership in identifying safety needs of chronically ill and medically fragile students
- Assist in the promotion of a drug and alcohol-free life style by collaborating in the development and evaluation of school-based prevention and intervention services
- Develop, implement and evaluate health-promoting school and population-based programs
- Collect, organize, and analyze student health information, and communicate with staff regarding student health
- Provide information and data to students and staff concerning health education, nutrition, health risk behaviors and social and communicable disease
- Participate in the development of IEP's and ensure implementation of the health care aspects of the IEP
- Participate in the design of select 504 accommodations
- Assist in the planning, development, and implementation of procedures to provide for health service emergencies
- Establish, maintain, and monitor a variety of files and records pertaining to student services, treatment administration, screening results, and injury reports

### **ESSENTIAL FUNCTIONS:**

This position requires sitting and standing for extended periods of time; walking for short distances and running on occasion. This position requires accurate perception of sound, near and far vision, and depth perception. The person in this position must have fine and gross motor skills. Some lifting of students up to 150 pounds may be required on occasion.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

***ESA Nurse Job Description Continued:***

**EMPLOYMENT CONDITIONS**

This position is that of ESA (Educational Staff Associate) nurse and is represented by the Monroe Education Association collective bargaining unit. Salary is based upon certificated experience, degrees and post baccalaureate college credits. Salary is adjusted for less than full time equivalent (1.0 FTE Salary and benefits as determined by the current collective bargaining agreement. Benefits include: health, dental, vision, long-term disability and life insurance. Employee is required to complete all mandatory district trainings.

**EVALUATION PROCEDURES**

Performance shall be evaluated annually according to Board and administrative policies and procedures.

Created: September 2018