



K-12 School Nurse

Under the auspices of the United Nations and guided by its ideals, UNIS provides an inclusive and diverse learning environment in which rigorous international programs foster academic excellence, innovation, creativity and cross cultural communication to educate and inspire its students to become an active force in shaping a better world: peaceful, compassionate and sustainable.

Position Purpose

UNIS is currently seeking a School Nurse to provide school-based health services, including the promotion of a healthy school environment. The services of the School Nurse will involve health care delivery, health education and counseling, and health program and policy development. Central to this role is the ability to insure development, implementation, consistency and compliance with local, state, federal and other health care mandates as well as policies, procedures and regulations for both campuses of the United Nations International School. The School Nurse will also provide health services for students and staff and act as an advocate, liaison, and consultant on health related issues for students, families and school personnel. Working collaboratively with other school personnel, administrators, parents and students, the individual in this role will play an integral part of the UNIS school community in supporting an optimum physical, mental, emotional and social climate for all students and staff. This position reports to the Director of Student Support and Success.

Education, Work Experience, Skills and Qualifications

- Bachelor's Degree
- Registered Professional Nurse
- Current license to practice in New York State
- Relevant CME and CEU credits required
- Current CPR/AED/First Aid certification
- Minimum of two (2) years experience as a School Nurse
- Ability to assess health and developmental status of child and interpret this for effective use in program development and planning
- Knowledge of school health programs and requirements such as immunization, medication administration, documentation, and protection of confidentiality of protected health information and records

- Ability to work cooperatively with other school personnel, parents, children, health care professionals and community agencies
- Excellent interpersonal and communication skills, both verbal and written
- Demonstrated initiative, leadership, organization and decision-making skills, coupled with objectivity and good professional judgment in stressful situations
- Proficiency in basic computer operation, including electronic health records management office software, online research and database operation

Performance Responsibilities

School nurses support the overall school health program through communication and collaboration with school staff, parents, students and community resources. Responsibilities will include, but not be limited to, the following:

Delivery of Health Services

- Protect and maintain students' health by providing professional nursing services in accordance with nursing standards and New York State licensing
- Provide direct care during the school day to students and staff/faculty members for injuries and acute illness
- Provide long-term management of students with special health care needs
- Communicate clearly, effectively and proactively with parents, faculty and staff on student illnesses
- Facilitate NY State-mandated immunization and communicable disease control requirements
- Identify and assess health needs of the students, implement services and evaluate plans of care that impact student learning, achievement and safety
- Develop school health protocols
- Educate students, parents, faculty and staff on various health issues
- Serve as health resources in the health instruction curriculum
- Provide training and consultation with staff regarding health and developmental needs of individual students
- Act as liaison among school personnel, families, health care professionals and community providers for medical issues
- Identify and report school building safety or environmental issues which impact student or staff health to the building administrator
- Develop emergency action plans to manage potential emergent events in the school setting
- Participate as a member of the school's Emergency Management, Health and Safety and Crisis Response Teams
- *Refer students to physicians as necessary*
- *Develop appropriate nursing care plans for students with chronic conditions*

Information Management

- Use technology for record-keeping and as needed
- Document health services provided in accordance with the New York State Nurse Practice Act
- Create forms dealing with health-related policies (physicals, immunizations, food allergy emergency protocols, etc.)
- Maintain current pertinent health data for each student through periodic review and documentation on the individual student's electronic and paper health records
- Complete student accident reports
- Initiate and document health surveillance programs as needed and record, compile and report aggregate student health information as required by the New York State Department of Health

Health Education

- Promote environment that is positive, student-centered and differentiated to meet the needs of all learners
- Provide staff and community educational opportunities as needed

Professional Development/Community Involvement

- Demonstrate an understanding of the milieu of the community needs in which the nurse practices
- Collaborate with community partners in delivery of health education or services as needed
- Participate in research and data collection involving school nursing and health education
- Develop and pursue individual professional growth plans, which may include in-service workshops, graduate courses, conferences and collegial learning
- Engage in School Nursing Associations

Athletics

- Follow-up contact with parents and primary care providers regarding needed clarification or missing medical information
- Provide affiliated athletic directors, coaches and trainer with cleared student lists and relevant medical information in a timely fashion
- Provide other duties and services as assigned by the Director of Student Support and Success

Professional Development/Community Involvement

- Demonstrate an understanding of the milieu of the school community needs

- Collaborate with community partners in delivery of health education or services as needed
- Participate in research and data collection involving school nursing and health education
- Develop and pursue individual professional growth plans, which may include in-service workshops, graduate courses, conferences and collegial learning
- Attend and participate in relevant faculty meetings, in-service and professional development opportunities
- Engage in local, state, national and international professional School Nursing Associations

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.
- Must be able to lift up to 15 pounds at times.
- Must be able to navigate a variety of settings as needed.

Evaluation:

Annually by the Director of Nursing Services.

UNIS is an equal opportunity employer is an equal opportunities employer and does not discriminate on the basis of race, color, marital status, religion, gender, age, sexual orientation, veteran status, national or ethnic origin, genetic information, or physical or mental disabilities that do not prevent performance of essential job tasks.

Any offer of employment will be contingent on the result of a criminal background check and fingerprinting.