

**REGISTERED NURSE – OUTDOOR EDUCATION**

**Purpose Statement:**

Under the direction of the principal oversees, maintains, and supervises the day-to-day operations of the health service program at an assigned outdoor school; performs highly skilled professional nursing services and first aid care to students and staff in an outdoor education school; performs related work.

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**Diversity Statement:**

Because each person is born with inherent worth and dignity, and because equitable access and opportunity are essential to a just, educated society, SDCOE employee commitments include being respectful of differences and diverse perspectives, and being accountable for one's actions and the resulting impact.

**Essential Functions:**

Oversees, maintains, and supervises the day-to-day operations of the health service program at an assigned outdoor school.

Oversees the work and trains Health Technicians.

Works under a doctor's standing orders to provide nursing care for sick students and staff members.

Provides health care to meet individual needs of camp staff and students, and administers first aid.

Organizes, maintains, and utilizes adequate resources for serving the health and medical needs of camp staff and students. Cleans and maintains health center, medical equipment, and linens.

Orders medical supplies.

Maintains accurate and detailed medical records according to state and SDCOE standards, including preparing and utilizing a daily medical log for treatment and medications.

Dispenses medications.

Reviews all student health forms.

Contacts school nurses, school staff, and parents.

Responds to questions from school staff, parents, and the public regarding Outdoor Education safety and health services.

Makes recommendations regarding policies and procedures in safety and health-related areas, and interprets these policies and procedures for staff and community.

Develops and conducts training programs for staff on emergency medications, students with diabetes, glucagon, seizures, anaphylaxis, and other related health topics.

Prepares and distributes first aid kits to camp staff and throughout camp; ensures supplies are re-stocked as needed.

Develops health services goals and procedures; evaluate and monitor practices and procedures related to effective techniques and health and safety requirements; recommend practices for improvement.

Other Functions:

May be asked to supervise students detained for disciplinary reasons.

Performs other duties as assigned.

**Job Requirements: Minimum Qualifications:**

**Knowledge and Abilities**

KNOWLEDGE OF:

Principles and practices underlying the special field of school nursing; Current trends in nursing and of literature in the fields of school health; State and local laws relating to health and social issues;

Mandated school health screenings; disease prevention and restorative measures;

Safety procedures.

ABILITY TO:

Communicate information, developing plans for services, and/or making recommendations;

Coordinate activities;

Adhere to safety practices and administer first aide; Organize a clinic and manage time;

Operate equipment used in clinical setting.

Work in an effective and caring manner with children and adults;

Establish and maintain cooperative and effective working relationships with coworkers, parents and students;

Communicate effectively both orally and in writing.

**Working Environment:**

ENVIRONMENT:

Outdoor education school.

Desire to work in a residential outdoor setting.

PHYSICAL ABILITIES:

Must be able to hear and speak to exchange information; see to perform assigned duties; sit or stand for extended periods of time; possess dexterity of hands and fingers to operate computer and other office equipment; kneel, bend at the waist, and reach overhead, above the shoulders and horizontally, to retrieve and store files and supplies; lift light objects.

**Education and Experience:**

A combination of training and experience sufficient to demonstrate possession of the knowledge and abilities described above. Applicants must have graduated from an accredited school of nursing. Qualifying experience typically includes six (6) months of full-time R.N. experience.

**Certificates, Licenses, Credentials:**

A current California Registered Nurse license is required, and a copy must be attached to the online application. An original Registered Nurse license must be presented prior to appointment. Once employed, RNs are required to maintain their license.

Possession of an American Red Cross CPR and First Aid/AED certificate.

Valid California Driver's License

**Other Requirements:**

In order to meet the requirements of AB346(s), persons in this classification are required to obtain both a California Department of Justice and an FBI clearance prior to starting employment.

**Continuing Educ./Training**

N/A

**Clearances**

Criminal Justice Fingerprint/Background Clearance

Physical Exam including drug screen

Tuberculosis Clearance

**Distinguishing Characteristics:**

Registered Nurses are professional nurses who perform staff-nursing duties in the outdoor education schools of the Office of Education, San Diego County. These positions are found only at outdoor education school locations and may require remaining in school overnight as part of regular duties. This position is distinguished from that of Health Services Specialist in that although both classifications perform general health care services and first aid response, the former provides the lead health care duties in that it has responsibility for the overall functioning of the Health Services Unit.

FLSA Status: Non-exempt

Salary Grade: Classified Support, Grade 061

Approved by the Personnel Commission: July 2, 1972

Established: 07/72

Revised: 02/05, 11/05, 07/09, 10/10, 9/22; 05/23