



School Nurse

(Position Available: Fall 2023)

Sacred Heart Academy Bryn Mawr (SHA) is seeking a 10-month, full-time, salaried, and exempt School Nurse to begin September 2023. The School Nurse will be responsible for on-site recommendations and management of health-related issues including direct interaction with children and families as well as policy and protocol review at the administrative level.

As the School's primary medical caregiver, the nurse supports the health and wellness of all students in grades K-12 and adult members of the community. The nurse must be collaborative and able to work well on a team. As a member of our multidisciplinary team, the nurse delivers health services for students in a timely manner; offers assessment and medical referral; educates the community on important health issues; identifies health problems and collaborates with parents, primary care physicians, the SHA Athletic Trainer, and teachers to develop student healthcare plans; and ensures the safety and health of the community. Sacred Heart Academy is interested in candidates with experience in school health, pediatrics, concussion management, triage, and community health.

Responsibilities include but are not limited to:

- Manage all health information and health care at school.
- Provide assessment, triage, and care of sick or injured students and staff.
- Communicate with parents/guardians in a timely manner regarding medical issues.
- Coordinate and supervise the in-school care of concussed students with their doctor, parents, division heads, school counselors, school advisor, teachers, and the SHA Athletic Trainer.
- Assure school compliance with Pennsylvania health and immunization forms and health policies.

- Ensure that health-related school policies are updated and followed. This includes medical illness and counseling, bloodborne pathogens, concussion, and child protection policies.
- Collaborate with school personnel and others to ensure delivery of training to faculty/staff in the following key areas: CPR/AED, Universal Precautions, Epi-Pen administration, medication administration, Narcan, and bloodborne pathogens.
- Document student visits and any other information using the School's online Portal.
- Serve as a contributing member of the School Crisis Team.
- Oversee prescription and non-prescription medication administration in accordance with state regulations, including storage, handling, and documentation.
- Work together with the School counselors and collaborate closely with the SHA Athletic Trainer.
- Train field trip chaperones on administration of medication in accordance with Pennsylvania and local laws.
- Manage inventory of healthcare supplies.
- Manage safe disposal of biomedical waste.

Qualifications

- Registered Nurse (RN) or Licensed Practical Nurse (LPN) with license in good standing (Certification in School Nursing not required.)
- At least 3-5 years of relevant experience preferred
- BLS/CPR certification, preference for those certified in training faculty in CPR
- Ability to communicate well with students in Grades K-12, faculty, staff, and parents.

Interested candidates should email a resume, cover letter, and list of three professional references with contact information to admin.opening@shabrynmawr.org. Please include 'School Nurse' in the subject line.

To learn more about Sacred Heart Academy visit us at www.shabrynmawr.org.

SHA Overview

Sacred Heart Academy Bryn Mawr is part of a network of 25 Sacred Heart schools located in North America which share a common heritage and vision. There are more than 150+ Sacred Heart schools around the world, providing an international campus for our students at Bryn Mawr through exchange programs, summer workshops, and service opportunities. Sacred Heart

Academy is accredited by the Pennsylvania Association of Independent Schools (PAIS) and is a member of the Association of Delaware Valley Independent Schools (ADVIS) and the National Association of Independent Schools (NAIS).

To learn more about Sacred Heart Academy Bryn Mawr (SHA), please visit <https://www.shabrynmawr.org/>

Mission

Sacred Heart Academy educates college-bound women by cultivating their self-confidence, guiding them to realize their personal and scholastic potential and their responsibility to others, and by preparing them to meet life's challenges - all within an academic and religiously diverse community that focuses on spiritual values and the individual student.

Sacred Heart Academy Bryn Mawr commits itself to educate to the *Five Goals and Criteria* of a Sacred Heart education which unify us with the Network of Sacred Heart Schools.

Notice of Non-Discrimination

The School provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.