

ORONDO SCHOOL DISTRICT #13

100 ORONDO SCHOOL ROAD ORONDO, WA 98843-9724 (509) 784-1333 FAX (509) 784-0633

Orondo Elementary & Middle School

VACANCY ANNOUNCEMENT

Registered Nurse

- OPENING:** *Registered Nurse*
- CURRENT OPENINGS:** School Year Position- 1-2 days a week. May be shared with another local district 7 hours/day Additional summer hours may be available.
- DATES:** Closing Date Open Until Filled
Assignment Date 2024-2025 School Year
- COMPENSATION:** Hourly rate is \$45.38-\$49.92, depending on certifications & experience
- PRIMARY DUTY:** Under the guidance of the building principal & superintendent for day-to-day interaction, the School Nurse promotes the health and welfare of students in the school as assigned. The School Nurse is responsible for complying with the laws relating to student health, including parental and guardian consent; providing health information and serving as a resource to parents, teachers, staff, and administrators; and identifying health problems for referral for proper treatment.

REFER TO PAGE 2-4 FOR DETAILED JOB DESCRIPTION AND QUALIFICATIONS

APPLICATION MATERIALS MUST INCLUDE:

- Cover Letter of Interest
- Completed Classified Application Form (application can be found at www.orondo.wednet.edu, then *Human Resources*)
- Current Resume
- Letters of Reference (*2 minimum*)
- Copy of WA St Registered Nurse License
- Copy of RN/BSN Degree

FOR MORE INFORMATION CONTACT: Teresa Vargas (tvargas@orondo.wednet.edu) or (509) 322-9357

SUBMIT APPLICATION PACKET TO:

BY EMAIL TO: tvargas@orondo.wednet.edu **-OR- FAX TO:** (509) 784-0633

BY MAIL: Teresa Vargas, 100 Orondo School Rd, Orondo, WA 98843

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JOB TITLE: Registered Nurse
JOB CLASSIFICATION: Classified
REPORTS TO: Principal & Superintendent
FLSA NONEXEMPT: Hourly
RATE OF PAY: \$45.38-\$49.92 per hour
HOURS PER DAY: 7 (part time position)

JOB SUMMARY:

Under the guidance of building principal for day-to-day interaction, the School Nurse promotes the health and welfare of students in the schools as assigned. This position is one day a week in the Orondo School District.

ESSENTIAL DUTIES: Job Responsibilities may include and are not limited to the following. Individual assignments may vary from time to time and task to task and will generally include all or a combination of several of the following duties:

- Assesses and provides for the physical and emotional health needs of students during the school day and school-sponsored activities within the scope of school nurse practice.
- Assesses the physical and emotional health of students as related to the educational process.
- Initiates referrals for diagnosis and treatment of identified health needs and provides follow up.
- Communicates health concerns which may impact learning to appropriate school staff.
- Uses student-centered, evidence-based practice and performance data to inform student care.
- Advocates for individual students, encouraging student self-empowerment, self-management, problem solving and effective communication.
- Integrates ethical and equitable provisions into all areas of practice; preserves and protects student and family autonomy, dignity, privacy, and other rights sensitive to diversity in the school setting.
- Develops plans for student care based on nursing assessment, including interventions, identification of outcomes, and evaluation of care:
 - Develops individual emergency plans (IEPs) for all students with life-threatening medical conditions;
 - Develops individual health plans (IHPs) for medically fragile students, students with health concerns and/or requiring nursing treatments or medication administration.
- Trains and delegates tasks to unlicensed assistive personnel, including medication administration, nursing treatments, emergency response and documentation, as permitted by law. Performs professional nursing tasks, including medication administration, treatments and emergency response services when on site/as time permits.
- Coordinates student health care between the student's medical home, family and school.
- Communicates fluently with both educational and medical professionals and staff.
- Maintains comprehensive health services documentation of student plans, assessments, interventions (including medications and procedures) and outcomes.
- Participates in data management processes, including collection, reporting and analysis of student health data.
- Provides a safe and healthy school environment through infection prevention and control measures, including monitoring and surveillance; serves as liaison between school district and local public health.
- Monitors, communicates and advocates for student immunizations.
- Uses state IIS for data entry and vaccination verification. Communicates with primary care physicians.

Orondo School District prohibits discrimination on the basis of sex, race, creed, religion, color, national origin, age, marital status, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination and can be reached as follows: Stephanie Andler (Title IX, Section 504, and Civil Rights Compliance Coordinator) via e-mail at sandler@orondo.wednet.edu or call (509) 784-2443, or by mail at Orondo School District, 100 Orondo School Rd, Orondo, WA 98843. For information regarding translation services or transitional bilingual education programs, contact the Program Director. Para información acerca de servicios de traducción o programas educativos de transición bilingüe, póngase en contacto con el Director de Programas. 509-784-1333

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- Assists students and families with locating health care support and identified social determinants of health needs.
- Completes district assignments and submits reports and/or records within timelines.
- Maintains school health room supplies and equipment.

AS TIME AND RESOURCE PERMIT:

- Provides consultation and facilitation of state-mandated health screenings, including referral and follow up.
- Provides health counseling and crisis intervention for students, if needed.
- Provides nursing consultation regarding students in special education and/or needing health-related accommodations for access to education.
- Serves as consultant to other school district professionals, such as food service personnel, physical education teachers, coaches, and counselors.
- Provides health advice to multi-disciplinary school teams, such as the Individualized Educational Plan (IEP) Committee, 504 Committee, and assists in education and accommodations plan development.
- Provides health education directly to students and families or in collaboration with school staff.
- Assists district administrators in review and development of health services policies and procedures.

OTHER SKILLS AND ABILITIES REQUIRED:

- Ability to research, analyze and interpret data, rules and regulations, codes, statutes and laws
- Knowledge of proper English grammar, spelling, and usage in both oral and written communication
- Working knowledge of common office software including Microsoft Office
- Ability to handle confidential matters and information in a professional manner
- Ability to work in an atmosphere where interruptions occur frequently and priorities are often modified using a high degree of flexibility
- Ability to maintain high standards of professionalism and diplomacy in dealing with the public and district staff
- Ability to establish cooperative working relationships with district staff to enhance the completion of assigned tasks
- Ability to communicate effectively with co-workers, students, parents, and the public
- Ability to organize, set priorities, meet deadlines, attend to detail, follow through on a variety of assigned tasks
- Ability to understand and complete oral and written instructions
- Ability and willingness to upgrade skills to maintain the highest level of efficiency and high quality work
- Ability to lift objects weighing up to 40 pounds

MINIMUM QUALIFICATIONS:

- Current, unencumbered Registered Nurse license for the State of Washington
- Current First Aid/CPR Certification or equivalent
- Minimum of 2 years' experience as a professional registered nurse
- Valid WA State driver's license
- Must maintain all required and applicable licenses/certifications listed
- Successful Washington State Patrol and Federal Bureau of Investigation Fingerprint Clearance
- Proof of Immunization (if born 1/1/57 or later)
- I-9 Employment Eligibility in compliance with the Immigrations Reform and Control Act

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PREFERRED QUALIFICATIONS:

- Bachelor Degree in Nursing (BSN), or Master of Science in Nursing (MSN)
- Previous experience in a K-12 school setting
- E.S.A Certification
- Bilingual in Spanish and English
- Experience and/or training with cultural, ethnic, and language diversity

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This is an office job. The employee is confined to a work area; required to have precise control of fingers and hand movements; experiences constant interruptions and inflexible deadlines; must be able to work at a computer monitor for prolonged periods; and must be able to crouch, crawl, bend, kneel, and lift/move up to 25 pounds. The employee is required to deal with distraught and/or angry persons, may be required to care for ill or injured children, and is exposed to infectious diseases carried by children. The noise level in the work environment is acceptable to this particular environment and can vary depending upon daily activity but will remain within acceptable ranges.

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____