



Substitute Nurse

The Avery Coonley School is seeking a compassionate and qualified **Substitute Nurse** to join our team to provide health care services to our students in the absence of the full-time school nurse. The substitute nurse will be responsible for maintaining a safe and healthy environment for students, faculty and staff. You will handle various medical needs, provide first aid and administer medication according to school policies, ensuring that all health issues are addressed promptly and appropriately.

Essential Duties and Responsibilities:

- Provide nursing care to students.
- Administer prescribed medications and maintain accurate records.
- Respond to emergencies and administer first aid and CPR when necessary.
- Communicate with parents, guardians, and staff regarding student health concerns.
- Maintain confidentiality with student health records in accordance with Illinois and federal regulations.
- Monitor and report contagious diseases to designated supervisor.
- Educate students and staff on health and wellness practices.
- Ensure that all health equipment and supplies are up to date and properly maintained.

Requirements:

- Registered Nurse (RN) or Licensed Practical Nurse (LPN) license in Illinois.
- Current CPR and First Aid certifications
- Experience in school health nursing is preferred.
- Strong organizational skills and attention to detail.
- Ability to handle sensitive situations with discretion and professionalism.
- Flexibility to work on short notice and adapt to a school environment.

About The Avery Coonley School

Located in the western suburbs of Chicago and serving 330 children from 40 communities in grades PreK to 8, The Avery Coonley School (ACS) welcomes highly motivated, high-ability learners who eagerly seek new challenges. Gifted and high-achieving students flourish in a unique and collaborative culture where the drive to learn transcends all other differences. Founded in 1906, ACS enjoys a storied place in the history of gifted and progressive education for younger students in Chicago and across the nation. Learning spaces brim with energy, project-based learning, and individual exploration. On the historic 13-acre campus, which is adjacent to a forest preserve, members of the Avery Coonley community thrive in a learning environment that allows for flexibility, creativity, and innovation.

Salary Description: \$25 per hour

[Apply here](#) if you are interested in this position.

You can also send your resume to mvalek@averycoonley.org.