

WHITESBORO CENTRAL SCHOOL DISTRICT

NOTICE OF VACANCY

POSITION: School Nurse: Elementary
(Registered Professional Nurse)

LOCATION: Deerfield Elementary School

LENGTH OF EMPLOYMENT: 10 month/year position

STARTING DATE: ASAP

GRADE & STEP: Grade 33, Step to be determined
Per the WEU Salary Schedule. Salary commensurate with experience.

MINIMUM QUALIFICATIONS: MUST HAVE:
a) a current license as a Registered Professional Nurse in New York State
b) At least three (3) years experience in pediatric, community and /or public health nursing
c) Ability to get along well with students, teachers, parents and community members
Regular work attendance required. Past performance on job must be satisfactory or above.

SPECIAL QUALIFICATION: Must have valid driver's license

PRINCIPAL DUTIES: Administers medications and treatments per health care provider orders and parental written authorization based on established guidelines and District policy; provides care for student illnesses and accidents according to school policies and protocols; serves as liaison between the medical community, the school and the staff regarding student health concerns; manages mandated school screening programs and follow-up for vision, hearing and scoliosis.

APPLY TO: Christopher O'Neil
Director of Pupil Personnel Services
Whitesboro High School
6000 State Route 291
Marcy, NY 13403

DATE: October 8, 2025

Civil Service Application Instructions

Non-instructional applicants can submit a Civil Service application by using the Oneida County Personnel Department's Online Application Portal.

Go to <https://oneida-portal.mycivilservice.com> to access the Online Application Portal.

Using the navigation menu at the top of the page, click on "Other Opportunities"

Find Whitesboro Central School in the list, and click "Apply."

Please contact Human Resources at 315-266-3319 with any questions or for more information.