



Lower School (JK-6th grades) Part Time Registered School Nurse

Briarwood Christian School (BCS), a ministry of Briarwood Presbyterian Church, located in Birmingham, Alabama, is a co-educational school serving over 1600 students in grades Junior Kindergarten through 12. The school exists to provide a Christ-centered transformational education that equips and inspires each student to glorify God by maximizing his or her God-given abilities.

BCS Lower School campus seeks to hire a part time registered school nurse to begin in August for the 2026-2027 academic year.

Contract/Agreement Period: 9 months (Monday-Friday 2:30 pm-5:30 pm during school days when students are present; 15 hours weekly). Position can be shared between 2 nurses if desired.

We are looking for passionate, dynamic teachers that demonstrate:

Personally, the employee's life shall reflect

- Mature, living, and active faith in Jesus Christ, and membership in good standing of a local evangelical church
- Lifestyle of biblical integrity
- Support of Christian Education
- Willingness to listen and respond to counsel
- Passion and ability to effectively contribute to a positive work environment
- Spirit of dedication, commitment, flexibility and responsiveness

Job Description

- Plan, supervise, direct and provide healthcare services, health education, and healthcare information for the school to promote student health and wellness during after school care and study hall
- Aid in primary prevention and control of communicable diseases
- Plan and supervise training programs for the administration of medications and the operation of healthcare equipment (AEDs, etc.)
- Participate in professional organizations and/or educational programs to earn required CEUs for licensure
- Administer first aid in accordance with established first aid procedures, as needed
- Instruct teachers on screening students for health problems
- Serve as a liaison between full time school nurse, teachers and parents regarding the health needs of students during afternoon hours
- Maintain confidentiality regarding school/workplace matters in accordance with state and federal law
- Demonstrate initiative in identifying opportunities for improvement in areas of responsibility.
- Respond to inquiries and requests in a timely and positive manner
- Maintain and submit required reports, records, and correspondence in a timely and accurate manner
- Adhere to all school policies and administrative procedures

- Keep current with state requirements for school nurses set forth by the State of Alabama Board of Nursing by attending conferences and meetings and make recommendations to Superintendent for new policies
- Manage health certifications and credentials records (e.g. CPR, AED, etc.)
- Maintain compliance with Alabama Department of Health Immunizations (shot records) recording, entering information on immunization certificate, notifying parents when expired or missing immunizations
- Willingness to work on occasion during daytime hours (7:15 am-3:45 pm) if the full time school nurse is absent or sick and help coordinate to find a substitute nurse for those days.

Job Requirements

- Minimum of an associate's degree in nursing field from an accredited college/university
- Hold a valid, current license from the Alabama Board of Nursing to practice as a registered nurse
- Prefer experience working in a hospital, community or school setting
- Hold any other certificate(s) required by the State of Alabama
- Hold a valid CPR card
- Meet the suitability criteria for employment and/or certification/licensure under the Alabama Child Protection Act of 1999 and Act No. 2002-457
- Knowledge of current general medical and pediatric nursing practices
- Ability to organize, maintain and report data and information related to health services
- Physical and emotional ability and dexterity to perform required work and move about as needed in a fast-paced work environment
- Ability to use technology to communicate, to manage data, and produce/submit required reports, correspondence, and/or financial information
- Excellent verbal and written communication skills
- Excellent collaboration and teamwork skills
- Successfully complete a criminal background check and MinistrySafe training; both are renewed every three years.

How to Apply

- Prepare a one-page cover letter naming the title of the opening and including a brief introduction, Christian testimony, church involvement and outline of your key attributes that you feel reflect your suitability for this position.
- Prepare an up-to-date resume, listing all personal contact information, contact details of three references (who we will only contact after confirming with you), detailed educational credentials, and relevant work experience.
- Submit your cover letter AND resume to bcsemployment@bcsk12.org
- Select candidates will be asked to complete an online application by invitation only.

Updated April 2026