SOUTHWEST CHRISTIAN HIGH SCHOOL

POSITION TITLE: School Nurse - Substitute
REPORTS TO: School Nurse Manager
START DATE: August 2026
STATUS: Substitute (hours vary based on needs in the Health Office)
TO APPLY: Please apply here

POSITION SUMMARY

The School Nurse Substitute identifies and treats health conditions among students and provides instruction in the maintenance of good health and disease prevention. The School Nurse Substitute must evaluate the physical conditions of students and refer them to appropriate resources as needed.

JOB RESPONSIBILITIES

- Provide health services to students using nursing processes to assess needs, plan interventions, and evaluate outcomes.
- Provide first aid, illness and emergency care, medication administration and medical treatments as needed.
- Act as an advocate for the physical and mental health conditions and rights of students.
- Assess and provide assistance to students with anxiety, depression and other mental health conditions.
- Offers support options for parents and students by referring to the school counseling department or giving community resources.
- Conduct interaction and connection with students on campus that demonstrates biblical character and values of SWCHS.
- Facilitate communication between student, staff and family as needed; make appropriate referrals to school staff or community resources.
- Contact parents and communicate to appropriate staff members.
- Demonstrate ability to remain calm in emergencies and implement plans in crisis response situations.
- Conduct vision and/or hearing screening when requested on individual students.
- Provide support and assessment to ill or injured staff members.
- Monitor and manage health outbreaks such as Covid-19, the Flu, and others.
- Keep student files and records in a secure area.

JOB REQUIREMENTS

Spiritual Qualities:

- Christian faith; demonstrated character of integrity; solid knowledge of God's Word; vibrant and growing relationship with Jesus Christ. Active participation in a local Bible-believing church.

- Acknowledge Christ as Savior and seek to live his/her life as His disciple; evidence of the fruit of the Spirit in dealing with people.
- Demonstrate a desire for spiritual growth as evidenced by his/her prayer life, Bible study, and spiritual outreach.
- Be a Christian role model in attitude, speech, and actions toward others. This includes being committed to God's biblical standards for sexual conduct (Luke 6:40).
- Commit to, sign, and uphold SWCHS's Pledge of Integrity & Biblical Morality, Statement of Faith, Vision & Values, and Social Position Statement as a condition for employment.

Education & Experience

- Must hold a current Registered Nurse (RN) license.
- Must hold and maintain CPR and First Aid certification.

Professional Qualities

- Knowledge of mandated child abuse reporting, communicable diseases, and immunization requirements.
- Experience in pediatrics, hospital, school and/or public health nursing with considerable knowledge of child growth and development.
- Organizational skills and ability to work with people, projects, and resources.
- Awareness of safety and environmental health issues in compliance with OSHA guidelines.
- Ability to appropriately handle confidential, sensitive information. It is imperative that health information does not get discussed with other students, family or friends.
- Excellent verbal and written communication skills

Technical Skills

- Advanced proficiency in Microsoft Word, Excel, PowerPoint, and the Google environment.
- Experience with Blackbaud or other school-related database products (preferred).

Pay & Benefits

- $24.00-$28.00 per hour average range; actual pay based on candidate's education & experience.
- Benefits package: This position is not eligible for healthcare benefits or tuition discount.