



Gull Lake Community Schools Richland, Michigan

JOB POSTING **Substitute Nurse - District**

September 18, 2026

Job Summary:

Under the direction of the administrators, the substitute nurse is responsible for providing support to district students with health needs. This position may require working at different district locations based on staffing needs.

Qualifications:

Required:

- A. Possess an LPN or RN license

Desired Characteristics:

- A. Previous experience working with children with health care needs
- B. CPR & first aid certified or willing to be certified
- C. Experience using technology
- D. Experience or knowledge of diabetes, or willingness to be trained

Duties:

- A. Ability to perform health care procedures as directed by the students IEP or health care plan
- B. Assist with hygiene routing, bathrooming or toiletry needs
- C. Basic first aide, assist giving medications and assist with diabetic related care
- D. Assist student in classroom environment
- E. Maintain confidential student information
- F. Work independently and cooperatively with administrators and teachers
- G. Ability to plan and organize; good work habits
- H. Willing to participate in professional development
- I. Perform other duties as assigned by administration

STATEMENT OF NONDISCRIMINATION

The Board of Education does not discriminate on the basis of race, color, national origin, sex, including sexual orientation or transgender identity, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, in its programs and activities, including employment opportunities.

CRIMINAL RECORDS CHECK

In accordance with state law and board policy, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Application Deadline: Open Until Filled

Start Date & Hours: ASAP

Salary: \$24.25

Apply To: Candidates who are qualified and wish to be considered for this position must submit a Red Rover online application at www.gulllakecs.org that includes a letter and resume.

Questions: Contact - Deanne Austin, Assistant Human Resources, daustin@gulllakecs.org