

# THOMPSON FALLS PUBLIC SCHOOLS

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## VACANCY ANNOUNCEMENT

**JOB TITLE:**

District School Nurse

**POSTING DATE:** October 06, 2026

**QUALIFICATIONS:**

The ideal candidate will be an experienced health professional with RN, LPN, or other healthcare certification. Must be able to use a computer and various district computer programs. Good communication skills are extremely important in this position. Requires contact with parents, community members, grades EL-12 students and staff. All candidates will be considered based on certification and/or experience in the healthcare field.

**POSITION SUMMARY:**

Provide basic medical interventions, administer medications, maintain comprehensive school health records, help administer and coordinate various health screenings, and other essential daily school-health related duties. Communicate with parents regarding student health records and any injuries or illnesses occurring during the school day. Assist with individual health plans, IEPs, and 504 plans as needed. Other duties as assigned.

**REPORTING RELATIONSHIP:** Reports to the district administration and building administrators

**TERMS OF EMPLOYMENT:**

Part-Time and Full-Time candidates considered – Minimum 25-30 hrs/week district coverage -187 days per year. Hours are normally during the school day but also includes some evening events (Open House, Parent Engagement Nights, Board Meetings or other events when requested to attend).

**SALARY AND BENEFITS:** State retirement, health insurance (must be scheduled to work 30 hrs./week), life insurance, paid holidays. Starting Salary Range: DOE and Certification.

**CLOSING DATE:** Until Filled

**EQUAL EMPLOYMENT OPPORTUNITY:**

Thompson Falls School District #2 is an equal opportunity employer and does not discriminate in regards to race, color, religion, nationality, sex, age, marital status, or disability.

**SUPPLEMENTAL INFORMATION:**

Interested candidates please submit a letter of interest, district employment application, and other pertinent application materials to the district office. The employment application link can be found on the district website. <http://www.thompsonfalls.net>

**CONTACT INFORMATION:**

District Business Manager/Clerk: Stacy Milner  
Thompson Falls School District #2  
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Thompson Falls, MT 59873

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