

GREENE COUNTY CAREER CENTER

VACANCY POSTING - SCHOOL NURSE

QUALIFICATIONS:

- Current, valid, and unrestricted Ohio license to practice as a Registered Nurse
- Current Ohio Department of Education school nurse license or ability to obtain
- Completed annual Bloodborne Pathogens training; current Hepatitis B vaccination series or signed declination; current CPR/AED certification from national organization
- Ability to develop and deliver health/wellness and safety informational presentations
- Demonstrates the ability to access pharmacology information and community health resources appropriate to the needs of students.
- Demonstrates extensive knowledge of the nursing process and its application in the school setting
- Demonstrates extensive knowledge of normal growth and development process
- Proficient use of personal computer and/or network computer system and ability to adapt to new software applications.
- Keeps current with technology and program innovations that support job functions
- Effective oral and written communication skills. Directives are clear, complete and constructive. Ability to work as a team.
- Comply with drug-free workplace rules and board policies
- Meets all mandated background screening requirements

RESPONSIBILITIES INCLUDE:

- Administers a comprehensive health service program designed to help students achieve maximum benefit from the Career Center's educational programs and services
- Keeps informed about and follows state health and safety guidelines/regulations
- Provides assistance to sick and injured students and staff. Administers student medications as necessary.
- Communicates with parents regarding students' health concerns
- Performs all required state minimum screening activities (e.g., vision, hearing, posture, head lice, etc.)
- Coordinates district wellness activities. Coordinates district health and safety committee
- Serves as the Career Center's bloodborne pathogen compliance officer
- Helps identify safety and health hazards. Promptly investigates and documents injuries.
- Conducts health/wellness and safety in-service training programs for students and staff
- Operates the clinic, sets up equipment, requisitions essential supplies, and promotes the proper use and care of school property
- Directs, delegates, trains and supervises the performance of skilled nursing tasks by other school personnel
- Maintains accurate records. Prepares and reviews clinical records to ensure accuracy. Submits reports on time.
- Maintains a working relationship with community health resources (e.g., mental health services, health care facilities, rehabilitation programs, county health department, etc.).
- Performs other specific job-related duties as directed

SALARY:

Greene County Career Center Certified Salary Schedule and Benefits Package

WORK YEAR:

184-day work year

APPLY TO:

Marsha K. Leonard, Superintendent

Greene County Career Center □ 2960 West Enon Road □ Xenia, OH 45385

(937) 372-6941 or 426-6636

www.greeneccc.com

APPLICATION

DEADLINE:

Until position is filled

DATE POSTED:

December 11, 2009