

PLEASE POST

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**LYNN PUBLIC SCHOOLS
100 BENNETT STREET
LYNN, MASSACHUSETTS 01905**

TITLE: SCHOOL NURSE

QUALIFICATIONS:

1. Valid license to practice as a Registered Nurse in Massachusetts
2. A bachelor's or master's degree in nursing
3. Certified by the Department of Elementary and Secondary Education as a school nurse or able to meet the requirements for licensure
4. Two years' experience in a child health, community health or other relevant clinical nursing setting
5. Knowledge of professional and legal requirements
6. Human relations skills
7. Organizational/administrative skills
8. Knowledge of child growth and development
9. Ability to effectively use local resources
10. Techniques in health counseling/guidance
11. Ability to do student/staff/parent presentations
12. Ability to provide emergency care/assessment
13. Basic computer skills including data entry and word-processing.

REPORTS TO: Director of School Nurses

JOB GOAL: Develop, implement and manage health services for the school population.

PERFORMANCE RESPONSIBILITIES:

1. Assess and treat illness, manage chronic disease
2. Provide emergency care
3. Develop and implement individualized health care plans for students requiring nursing services on IEPs and 504s
4. Administer medication and immunizations
5. Assure student health requirements are up-to-date
6. Complete health screenings
7. Maintain student health records and computer records
8. Provide support and referral resources for children and their families

9. Work with school physician
10. Prepare regular written reports for school officials and DPH
11. Any other responsibilities assigned by supervisor.

TERMS OF EMPLOYMENT AND COMPENSATION:

SALARY: As per Contract

TERMS OF EMPLOYMENT: School year position

APPLICATION PROCEDURES:

Please direct a letter of application, including a statement granting permission for community staff review of credentials, a current resume, three letters of reference and documentation of education (transcripts) and experience to:

**Barbara C. Rafuse
Director of Human Resources
Lynn Public Schools
100 Bennett Street
Lynn, MA 01905**

It is the policy of the Lynn Public Schools not to discriminate on the basis of race, color, national origin, age, sex, gender identity, religion, sexual orientation, home status or disability in admission to, access to, treatment in, or employment in its programs and activities in compliance with Title VI and VII of Civil Rights Act of 1964, Title IX of the 1972 Education Amendments to the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, the Americans with Disabilities Act, and M.G.L., Ch. 76. Sec. 5, M.G.L., Ch. 151B, and M.G.L., Ch. 151C.

Any person who wishes information concerning the application of Title IX of Chapter 622 should contact Michael Geary, Assistant Director of Curriculum and Instruction for Health and Physical Education, 100 Bennett Street, Lynn, MA 01905, telephone number (781) 477-7220 ext. 3148.

Inquiries concerning non-discrimination policies may also be referred to the Regional Director, Office for Civil Rights, U.S. Department of Education, J.W. McCormack P.O.C.H., Room 222, Boston, MA 02109-4557.

The Lynn School Department accepts all state and federal laws regarding the possession and/or use of illegal drugs as binding on its employees and therefore, all employees are prohibited from possessing, using, or distributing illicit drugs or alcohol on school premises or at any school-sponsored activity.

EOE/ADA/M/F/VETS/TITLE IX