

Ridgemont Local School District



Chris Pfister, Superintendent

Melissa Pollom, Treasurer

POSTING

Position Open: The Ridgemont Local School District is accepting applications for the following position for the 2023-2024 school year:

Position: **School Nurse for the 2023-2024 School Year**

Ridgemont is looking for someone who is passionate about the following beliefs:

-the learning experience should be centered on student voice, passion, and ownership.

-collaboration among partners empowers, challenges, supports, guides, and makes us unafraid to innovate.

-in the freedom to fail and grow as we explore new ways to think and do.

-service is our tool to instill a productive connection with community and meaningful life experiences for our staff and students.

-rigorous academics are foundational to collaboration, innovation, and service which cause us to explore boundaries and redefine them.

-our staff and students bring value to the world and should always be treated with the highest integrity

Qualifications: Valid Driver's License
B.C.I. Background Check
Current Valid Nursing License in the State of Ohio
Bachelor's Degree in Nursing (BSN)

Apply to: Email Letter of Interest and Resume to-
Chris Pfister, Superintendent
chris.pfister@ridgemont.k12.oh.us

Application
Deadline:

Until Filled

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RIDGEMONT LOCAL SCHOOL DISTRICT JOB DESCRIPTION

Title: **SCHOOL NURSE** **File 306**

Reports to: Assigned administrator/supervisor

Job Objective: Plans/implements a comprehensive school health service program.

NOTE: Student/staff assessment/treatment is limited to the evaluation of symptoms and administering emergency first aid. Duties may require traveling to buildings throughout the district.

Minimum Qualifications:

- Holds a BSN degree and a valid state nursing license.
- Additional training and/or work experience may be required as deemed appropriate by the board.
- Displays flexibility, reliability, self-discipline and a willingness to take on challenging tasks.
- Embodies high ethical standards/integrity. Accepts responsibility for personal decisions/conduct.
- Exhibits effective communication, time management and resourceful problem-solving skills.
- Maintains a record free of criminal violations that would prohibit public school employment.
- Shows evidence of core computer competencies deemed essential at the time of hire.

NOTE: The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the District.

Essential Functions: **1. Provides preventive services that protect/maintain student health, provide for a general sense of well-being and support the capacity for academic success.**

- Assists with program planning. Identifies opportunities to enhance student learning.
- Serves staff trainer. Assists with district safety and blood-borne pathogen compliance activities. Identifies hazards and recommends/implements remedial procedures.
- Prepares the school clinic. Requisitions supplies as needed to maintain dependable service.
- Implements procedures to ensure that medicines are administered and stored safely.
- Assists sick and injured students. Administers first aid. Investigates and documents injuries.
- Reviews medical emergency authorization forms. Ensures permission forms are on file as needed for the release of health information. Communicates information to staff when required.
- Ensures required state minimum student health screening activities are completed.
- Ensures the immunization status of all students complies with state law.
- Evaluates visual, hearing, or other student health concerns. Recommends medical referrals.
- Consults with student's doctor to make exclusion or school readmission recommendations.
- Consults with staff to facilitate the early identification of health risks.

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- Assesses student health conditions. Collaborates with doctors to develop student nursing care plans. Coordinates in-services for staff providing care for students with special medical needs.
- Helps students monitor and manage acute/chronic medical conditions as needed.
- Collaboratively resolves problems that impede student learning. Develops intervention strategies that produce tangible evidence-based benefits within specified time-frames.
- Collaborates with staff to monitor intervention efficacy. Recommends modifications as needed.
- Advocates for students. Observes student demeanor. Investigates/reports atypical behavior.
- Helps students make appropriate choices and grow academically. Promotes creativity, critical-thinking, cultural awareness, democratic values, ethical conduct, and self-reliance skills.
- Facilitates student learning activities that encourage teamwork and positive peer relationships.
- Assists with drug/harassment/violence prevention and school safety programs.
- Coordinate annual staff health fair.

2. Exemplifies professionalism and fosters goodwill to enhance the district's public image.

- Complies with the *Licensure Code of Professional Conduct for Ohio Educators*, drug-free workplace rules, board policies and administrative guidelines/procedures.
- Contributes to an effective and positive work/learning environment. Performs all assigned duties.
- Develops mutually respectful relationships with co-workers. Functions as part of a cohesive team.
- Encourages community participation in school-sponsored activities.
- Maintains a professional appearance. Wears work attire appropriate for the position.
- Maintains an acceptable attendance record and is punctual.
- Participates in the development of best practices and advancement of academic standards.
- Respects privacy and maintains the confidentiality of privileged information.

3. Maintains open/effective communications. Serves as a reliable information resource.

- Actively participates in staff meetings, conferences and other required school activities.
- Communicates program objectives and performance expectations to stakeholders.
- Prepares and maintains accurate records. Submits required paperwork on time.
- Provides prompt notification of personal delays or absences.
- Refers district policy interpretation questions to an appropriate administrator.
- Uses active listening/problem-solving techniques. Respects diversity. Resolves issues tactfully.

4. Pursues opportunities to enhance professional performance.

- Participates in training to keep current with professional standards associated with work duties.
- Updates skills as needed to use task-appropriate district technology resources effectively.
- Works toward mastery of individualized performance goals as directed.

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5. Takes precautions to ensure safety. Helps manage/eliminate risks.

- Implements effective pupil management procedures. Provides appropriate student supervision.
- Maintains high standards for appropriate conduct. Recognizes and responds to prevent aggressive behavior or harassment. Complies with district procedures and federal/state laws when dealing with discrimination and suspected child abuse/neglect.

6. Performs other specific job-related duties as directed.

- Assists with unexpected/urgent situations as needed.
- Helps implement workplace initiatives that advance district goals.

Working

Safety is essential to job performance. Employees must exercise caution and comply with all

Conditions:

mandated safety regulations and follow district protocols when involved in the following situations:

- Balancing, bending, climbing, crouching, kneeling, reaching, or standing.
- Exposure to adverse weather conditions and temperature extremes.
- Exposure to air-borne particulates, chemicals, combustible materials, electrical hazards, equipment vibrations, noise, moving mechanical parts, odors and slippery/uneven surfaces.
- Exposure to blood-borne pathogens and communicable diseases.
- Interacting with aggressive, disruptive and/or unruly individuals.
- Lifting, carrying and moving work-related supplies/equipment.
- Operating and/or riding in a vehicle.
- Performing strenuous or repetitive physical tasks for extended periods of time.
- Traveling to meetings and work assignments.

Performance

Job performance is evaluated according to policy provisions and contractual agreements adopted

Evaluation:

by the Ridgemont Local School District.

School Nurse

The Ridgemont Local School District is an equal opportunity employer. This job description identifies primary responsibilities and is not intended to be a complete list of all duties performed. This document is subject to change in response to student demographics, staffing factors, funding variables, modified operating procedures, program/curriculum changes and unforeseen events.