

MESA VISTA CONSOLIDATED SCHOOL DISTRICT
IS SEEKING APPLICANTS FOR THE FOLLOWING POSITION

District Nurse: PART TIME

Qualifications:

* Position Type: District Wide - School Nurse

Date Posted: 07/27/2020

* Job Description: Ensures comprehensive delivery of health services to students. Provides age appropriate, culturally sensitive care in a safe environment; educates parents and staff about healthy practices and treatment conditions; assures and coordinates continuity of care among several settings and care givers; monitors and manages medical information in a timely manner; communicates effectively in school and community settings with students, staff, parents and care providers.

- Knowledge of nursing process and theory, standard nursing practices and procedures, immunization requirements, communicable disease prevention and control, HIPAA/FERPA regulations, screening methods related to vision, hearing and dental health, cardiopulmonary resuscitation (CPR). Knowledge of SFPS district policies and procedures as they apply to Health Services, Special Education process (IEP & 504), classroom-teaching methods.
- Knowledge of state and federal guidelines that effect student access to healthcare.
- Use of audiometer, echoscope, electronic sphygmomanometer, electronic thermometer, computerized record keeping, vision screening equipment, and other medical equipment necessary for the individual student.
- Ability to communicate effectively both verbally and in writing with students, family, staff, community agencies and health care providers.
- Flexibility, organization, decision-making and problem solving skills. Interpersonal skills with work with diverse populations both in person and on the telephone.
- Ability to meet deadlines and submit reports in a timely manner.
- Responsibilities:
 - Implements health policies and procedures of the local district and state health agencies.
 - Identifies health problems through screening procedures, assessment and evaluation of the student.
 - Makes appropriate referrals based on data obtained from screening procedures.
 - Makes home visits when need arises.
 - Maintains student health and immunization records and appropriate follow-up.
 - Provides emergency care and first aid for all students and employees.
 - Authorizes exclusion and re-admission of students in connection with infectious and contagious diseases.
 - Serves as a consultant and resource person to staff, parents, and medically fragile students in identify community resources.
 - Advises teachers and consults with parents on health matters, particularly regarding screening for student health concerns.
 - Serves on and/or attends committee meetings and conferences regarding health services and curriculum.
 - Serves on SST, IEP and 504 meetings when the student has a health condition that effects his/her ability to learn.
 - Participates in In-service training programs, workshops, and continuing education to maintain professional status.
 - Serves as a consultant in matters of school health, safety, health education and sanitary conditions.
 - Assists Principal and Lead Nurse in performance of any other health related assignments.
 - Must be available to respond to emergencies at other SFPS campuses.
 - Assists in supervising, training, and delegating assignment, medication administration, and procedures to Medically Fragile Health Assistants.

- Develops and implements individual health care plans. • Manages and oversees the implementation of the District medication policy.
 - Reviews, administers, and documents immunizations as deemed appropriate for student health.
 - Is available for immunization clinics.
 - Attends all mandatory in-services,
 - Participates in the ongoing operation of School based health centers and acts as a leader when appropriate.
 - Assists in preparation and administering health services budget, seeks opportunities to apply for outside services of funding for the school health service program at district and campus levels.
 - Assumes leadership in the establishment of a school health service advisory committee with representation from such groups as school administration, faculty, students, parents, and community providers.
 - Develops and implements research projects to attain pertinent health information.
 - Develops and implements program as need dictates. Using nursing process provides goals, objectives, action steps, and assessment of programs.
- Performs other related duties as assigned.

Required Qualifications: Minimum: Graduation from a Registered Nurse program. Licensed as a school nurse by the Public Education Department. Preferred: BA in nursing. And a minimum of two (2) years experience of school nursing, community health or public health.

Reports To: Superintendent of schools
Salary: 2020 – 2021 – As Per Salary Schedule
Deadline: Until Filled

Application Procedures

Interested applicants please submit a letter of interest to:

Shayna Cordova
Human Resource Office
Mesa Vista Consolidated Schools
P.O. Box 309
Ojo Caliente, NM 87549
Phone: (505) 583-2645
Fax No.: (505) 583-2815
shayna.cordova@mesavista.org

We, the Mesa Vista Consolidated School District, conform to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status, Genetic Information and Testing, Family and Medical Leave, protected veteran status, or any other characteristic protected by law. We prohibit Retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.