



Lewiston-Porter Central School District

One Purpose. Your Pathway. Our Promise.

Job Posting: 1615 02 23	Substitute School Nurse (Registered Nurse)
Position Summary:	Lewiston-Porter seeks a Registered Nurse to serve on an as-needed, per diem capacity to ensure the health and wellness of the staff and students of Lewiston-Porter schools. The school nurse provides care and promotes a learning environment that is healthy, impacting student achievement. The position involves handling emergency and health related situations, dispensing medications as ordered by physicians and compliance with NYS health related mandates including physical exams and hearing and vision screening as well as health related surveys required. Please see attached Niagara County Civil Service job description.
Education Required:	NYS Registered Professional Nurse
Certification:	Valid NYS license as a Registered Professional Nurse
Compensation:	\$27.50 per hour
Application Period:	Open recruitment
Application Procedure:	Submit the following: • Letter of Interest • Resume • Copy of your certification/license • Lewiston-Porter Substitute and Non-Instructional Application • Niagara County Civil Service Application Both applications are available at www.lew-port.com
Apply to:	Lewiston-Porter Central School District Personnel Office 4061 Creek Road Youngstown, NY 14174

Lewiston-Porter Central School District
Personnel Office
 4061 Creek Road
 Youngstown, NY 14174
 Phone: 716-286-7242 Fax: 716-286-7877

DEPARTMENT: ALL SCHOOLS
CLASSIFICATION: NON-COMPETITIVE
APPROVED: OCTOBER 4, 2019

SCHOOL NURSE

DISTINGUISHING FEATURES OF THE CLASS: This is a professional nursing position involving responsibility for giving care to students and for performing related nursing services such as pupil health screening and notification of defects and communicable disease control requiring judgment and skills. The incumbent performs professional nursing services at one or more schools in the maintenance of acceptable health standards, school health records, and the emergency treatment of student and employee health problems. This position differs from the certificated position of School Nurse-Teacher in that there is no responsibility for either classroom instruction or guidance involved. The work is performed under the general direction of a School Administrator, School Physician or School Nurse-Teacher. Supervision may be exercised over the work of clerical assistants. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Assists the School Physician in physical, visual, and auditory screening examinations of students and employees;
2. Administers first aid and emergency treatment to students and employees;
3. Prepares and maintains health records for school authorities;
4. Assists at school immunization clinics;
5. Arranges special transportation for medically fragile students across the District and arranges to transport sick or injured students or employees to hospital, home, doctor's or dentist's office in cases of emergency;
6. Inspects the school plant, playground, and cafeteria and reports on general safety and sanitary conditions;
7. Orders, inventories, and oversees the storage of first aid and related health supplies and equipment;
8. Consults with attendance teachers, staff members, and school nurse-teachers concerning a variety of health factors related to non-attendance and communicable disease;
9. May oversee the District's responsibilities for the implementation of AED/CPR and training;
10. Updates K-12 nursing department staff on new medical and State regulations pertaining to their job;
11. May coordinate student physicals;
12. Prepares records and reports as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of nursing principles and techniques and their relation to medical practices and skill in their application; working knowledge of materia medica (medical material/substance), dietetics, sanitation, and personal hygiene; skill in the application of nursing techniques and practices; ability to understand and follow technical, oral, and written instructions; ability to keep records and make reports; ability to get along well with students, teachers, parents, and others; ability to carry out successfully the measures prescribed; ability to plan and supervise the work of sub-professional and non-technical personnel; good observation; mental alertness; firmness; initiative; cheerfulness; patience; emotional stability; sympathetic attitude toward the sick and good moral character. Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a current license issued by the State of New York to practice as a Registered Professional Nurse or Nurse Practitioner