



**Springfield Ball Charter School**  
**A place where children are the priority**

**Notice of Vacancy**  
**April 27, 2016**

The Springfield Ball Charter School is accepting applications for a Part-Time Nurse the 2016-2017 school year. Springfield Ball Charter School is a school of choice for all District 186 students, K through 8th grade. The main focus of the school is on literacy, numeracy, multiage grouping and staff professional development. The involvement and commitment of the faculty, staff and parents are significant and contribute to the school's success.

**Title of Vacancy:** Nurse  
**Location:** Springfield Ball Charter School  
**Contract Period:** August 12, 2016- June 1, 2017

**Requirements/ Qualifications:**

1. RN with current Illinois Licensure and Bachelor's degree.
2. Certified and current in C.P.R., willing to become CPR instructor.
3. Variety of previous nursing experience.
4. Willing to complete training for Illinois certification as a Vision and Hearing screening technician.

**Responsibilities:**

1. Provides medically prescribed interventions, including but not limited to medication administration for diabetes and asthma , according to school district policy. Provides first aid assistance to students and staff.
2. Maintains comprehensive school health records including compilation and analysis of data for required reports on school health services.
3. Maintains the school nursing office (equipment and supplies).
4. Conducts vision, and hearing screening as directed. Refers for follow up evaluation when needed.
5. Implementation of communicable disease control in the school, including monitoring, surveillance and participating in disease prevention and outbreak management within the school.
6. Maintains open communication with District 186 Certified School Nurse, students, teachers, parent/guardians and other school or community personnel in order that a cooperative action will meet the health needs of pupils.
7. Acts as a resource for health education.
8. Other duties as assigned.

**Filing Date Deadline:** May 13, 2016  
**Effective Date:** TBD  
**Schedule:** Monday-Friday; 9:00a.m.- 2:00 p.m.  
**Salary:** Commensurate with experience.  
**Benefits:** Personal/Sick Leave- Medical Insurance-Life Insurance-403b retirement

**Please refer all communication to:**

Cover letter, resume and three professional references.

Mr. Matthew Fraas  
Principal  
2530 E. Ash St.  
Springfield, IL. 62703  
**[mfraas@sps186.org](mailto:mfraas@sps186.org)**

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