



NOTICE OF VACANCY
June 17, 2024

TITLE OF VACANCY: Certified School Nurse

LOCATION: TBD

CONTRACT PERIOD: 180 days

REPORTS TO: Building Principal

REQUIREMENTS/QUALIFICATIONS:

1. Professional Educators License with School Nurse Endorsement and/or RN Certified preferred
2. Certified and current in CPR
3. Variety of previous nursing experience
4. Ability to communicate and maintain good working relationships with parents and employees of District 186
5. Excellent organizational, clerical and technology skills
6. Illinois certificate as a Vision and Hearing screening technician or willingness to complete program.

JOB DESCRIPTION RESPONSIBILITIES:

1. Provides care for students with special needs, including participation in educational planning meetings.
2. Provides first aid assistance, including but not limited to diabetes and asthma
3. Assists with collection and maintenance of health records and data
4. Conduct vision and hearing screening as directed
5. Administers medication according to school district policy
6. Maintains open communication with the Health Service Coordinator, relating messages as directed to teachers, other school personnel, and parent/guardians in order that a cooperative action will meet the health needs of pupils
7. Maintains confidentiality regarding all school and health-related issues
8. Other duties as assigned

APPLICATION DEADLINE:

Until Filled

EFFECTIVE DATE:

First contractual day of the 2024-2025
District 186 180-day calendar

SALARY and BENEFITS: In accordance with current SEA negotiated agreement

HOW TO APPLY: go to <https://www.sps186.org/page/human-resources> and click on certified vacancies, follow online instructions *OR*

Refer application and resume to:

Gina McLaughlin-Schurman
Assistant Superintendent of Human Resources
Springfield Public Schools District 186
3063 Fiat Avenue
Springfield, IL 62703
217-525-3006

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