

NOTICE OF VACANCY

DATE: 10/1/19

TITLE OF VACANCY: Certified School Nurse

LOCATION: To Be Determined

CONTRACT PERIOD: 180 Days

REQUIREMENTS/QUALIFICATIONS:

1. Must be a Registered Nurse with a BSN
2. Professional Educators License - School Nurse Endorsement (preferred or willing to obtain within two years)
3. Certified and current in C.P.R.
4. Variety of previous nursing experience
5. Ability to communicate and maintain good working relationships with parents and employees of District 186
6. Excellent organizational, clerical and technology skills
1. Illinois certificate as a Vision and Hearing screening technician or willingness to complete program

SPECIFIC 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, relaying messages as directed to health needs of pupils
7. Maintains confidentiality regarding all school and health-related issues
8. Other duties as assigned

APPLICATION DEADLINE/OPEN UNTIL:

Until Filled

EFFECTIVE DATE: TBD

SALARY and BENEFITS:

In accordance with current SEA negotiated agreement

HOW TO APPLY: go to www.sps186.org/humanresources and click on certified vacancies, follow online instructions *OR*

Refer application and resume to:

Gina McLaughlin-Schurman, Director of Human Resources
Springfield Public Schools District 186
1900 West Monroe Street
Springfield, IL 62704
217-525-3006

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