



Job Description

School Nurse

Department: Nursing

Reports to: Head of School

Classification: Academic Year Position (September - June)

Position Summary:

The School Nurse

Responsibilities:

- Assess and treat illnesses and injuries
- Administer medications
- Coordinate the establishment, review and implementation of health policies and procedures
- Provide guidance to school community on health issues
- Serve as health care liaison between the school and the community
- Maintain student and staff health records in compliance with state guidelines
- Maintain an inventory of first aid and PPE supplies
- Participate in annual review of the school's crisis plan and emergency protocols
- Train staff regarding chronic illnesses experienced by students
- Maintain records in Snap
- Collaborate with school counseling office on services for students both physical and mental health services
- Collaborate with AD to administer concussion baseline testing to incoming students (unable to administer during pandemic).

Qualifications:

- Experience as a school nurse or pediatrics/family practice nurse
- BSN preferred
- Current Massachusetts RN licensure
- Current BLS certification

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Interested Candidates should send a cover letter and resume in MS word or pdf format to jobs@fontbonneboston.org. Please include the title of the position and your name in the subject line.