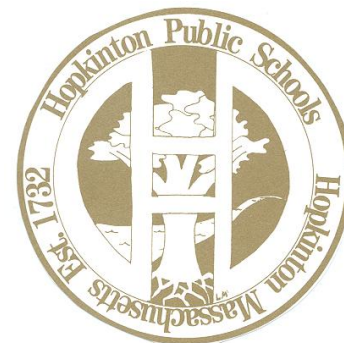


Hopkinton Public Schools
An Equal Opportunity Employer



NOTICE OF VACANCY

Job Posting # 19-06

Opening Date: July 10, 2018

Closing Date: Open Until Filled

TITLE: School Nurse
TYPE OF POSITION: Part-time (.5), 2017-2018 school year; salary commensurate with experience and education
LOCATION: Middle School; Hopkinton, Massachusetts
AREA OF CONSIDERATION: All qualified candidates

The **School Nurse** manages a health services program for the assessment, evaluation, maintenance, and improvement of the health of students and staff; strengthens and facilitates the educational process by improving and protecting the health status of students; participates in the identification of, and assisting in, the removal or modification of health-related barriers to learning in individual students; and promotes the prevention of illness and disability as well as early detection and correction of health problems. The School Nurse reports to the principal and the Director of Student Services.

DUTIES

Duties include, but are not limited to:

1. Assumes responsibility for appropriate assessment, planning, intervention, evaluation, management, and referral activities for students in the school district;
2. Provides for the promotion and maintenance of health as well as the prevention of illness and injuries. This facilitates the removal of health-related barriers to learning and promoting an optimal level of wellness for students and staff; Responsible for direct and indirect care given to students in compliance with school district policies, professional standards of practice, physician's orders, and the Individual Health Plan;
3. Administers basic health care and First Aid for the purpose of providing appropriate care for ill, medically fragile and/or injured children;
4. Assesses and evaluates the health and developmental status of pupils for the purpose of identifying physical disorders and other factors affecting the learning process, communicating with the primary care provider, and contributing significant information in order to modify the pupil's individualized education/health plan;
5. Collaborates with parents, students, health care providers, and/or other agencies for the purpose of promoting needed treatment, securing information and complying with legal requirements;
6. Conducts programs and/or activities (e.g. in-service training, hearing, vision, color vision, immunization review, scoliosis screening, etc.) for the purpose of ensuring compliance with government mandated requirements;
7. Other duties as required.

QUALIFICATIONS

To be considered qualified for this position, candidates must have the following:

1. Licensed, or eligible for licensure as a School Nurse by the Massachusetts Department of Education;
2. Licensed by the Commonwealth of Massachusetts Department of Public Health as a Registered Nurse;
3. Bachelor's degree, Master's preferred, in Nursing;
4. Strong interpersonal skills and the ability to communicate clearly and effectively, both orally and in writing, with children and adults;
5. Commitment to remain current in field knowledge, evaluation and counseling strategies;
6. Such alternatives to the above qualifications as the Superintendent may find appropriate and in conformity with state licensure requirements.

APPLICATION PROCEDURE

To be considered for this vacancy, please reference Job Posting #19-06 and your last name (as, #19-06 Jones) in the subject line, and submit:

1. Cover letter;
2. Resume, which should contain applicable license/certification information; and
3. The contact information for three professional references.

Submit the above required information to: hpsjobs@hopkinton.k12.ma.us **Please note:** this address is for application materials only. *E-mail is our preferred method of application, however, if you wish to apply by mail, please send the required items to:*

Human Resources (Job Vacancy #19-06)
Hopkinton Public Schools
89 Hayden Rowe
Hopkinton, MA 01748

Incomplete submissions will not be considered.

The Hopkinton Public School System does not discriminate on the basis of race, color, religion, national origin, age, gender, gender identification, sexual orientation, disability, or genetic information in admission to, access to, employment in, or treatment in its programs and activities. The Hopkinton Public School district is an equal opportunity employer, committed to diversity in our workplace. The school system's educational philosophy and personnel goals, including the goal of equal employment opportunity, will be considered in filling all positions.