



HENDRY COUNTY SCHOOL DISTRICT JOB DESCRIPTION

JOB TITLE/ASSIGNMENT

Position: Nurse (CNA, LPN, RN Only)

Qualifications

- Valid state license to practice as a certified nursing assistant, licensed practical nurse, or registered nurse.
- Minimum of three (3) years experience as a certified nursing assistant or two years of experience in practical nursing.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Job Goal

To assist school staff in providing the fullest possible educational opportunity for each district by minimizing absence due to illness and creating a climate of health and well-being in the district schools.

Reports To

Principal

RESPONSIBILITIES/DUTIES

Performance Responsibilities

- Conducts school programs such as immunization, physical examinations and sight and hearing tests.
- Observes students on a regular basis to detect health needs.
- Reports to parents, school personnel, physicians, clinics and other agencies on student health matters.
- Administers first aid in accordance with established first aid procedures.
- Makes recommendations to the principal on the health needs of individual students.
- Assists school personnel in maintaining sanitary standards in school.
- Performs other tasks and responsibilities as assigned by the immediate supervisor, the Superintendent, or the board.

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PHYSICAL REQUIREMENTS

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects. Ability to actively perform work in classroom, office, and other business and community settings. Ability to move freely and perform duties in numerous locations throughout the day (typically involving frequent standing, walking, sitting, bending, and lifting). Exposure to noise and activity of a school setting. Exposure to weather conditions. Ability to travel outside the district for a variety of meetings and conferences. In an emergency, workers may be required to restrain a physically active individual as a temporary safety precaution.

TERMS OF EMPLOYMENT

Calendar Months: Select

Salary Schedule: Non-Instructional (Bargaining) **Pay Grade:** 50/51/52

Salary and Benefits as determined and approved annually by Hendry County School Board.

EVALUATION

Performance of this job will be evaluated annually in accordance with School Board Policies for evaluation of administrative personnel.

ADDITIONAL CONDITIONS

Conditions for continued employment if applicable: _____

ACKNOWLEDGEMENT

This job description is intended to provide an overview of the requirements of the position. As such, it is not necessarily all inclusive, and the job may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed herein. The District reserves the sole right to add, modify, or exclude any essential or non-essential requirements at any time with or without notice. Nothing in this job description, nor the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type.

Employee Signature: _____ Date: _____

Employee Printed Name: _____

Revised: 06/17/2024

Adopted: 07/16/2024