



Health Office Nurse

POSITION: Health Office Nurse
BUILDING: Hampton Middle School
REQUIREMENT QUALIFICATIONS: LPN or RN Required

Beginning approximately May 1, 2026

ESSENTIAL DUTIES AND RESPONSIBILITIES:

A Health Office Nurse position encompasses those employees who work directly with students in the Health Office setting under the supervision of the Certified School Nurse and Administration. Primary responsibility will be to provide health support to individual students with medical needs in the academic setting throughout the school day and during transport. In addition to the responsibilities associated with students, these nurses also assist in maintaining pertinent health and emergency information. Full-time employment shall constitute a 7-hour paid workday plus a half-hour unpaid lunch. Any part-time employees will be prorated proportionally.

SALARY: In accordance with the terms of current negotiated agreement (Health Office Nurses Compensation Plan) with the Hampton Township School District, established by the School Board on a yearly basis.

APPLICATION PROCESS: Please note that all *current* Contract employees must complete or update an application through the District website's "AppliTrack" program. It is not necessary to provide the requisite documents that are already on file in the District office.

External candidates should visit the Careers page of the Hampton Township School District Website at www.ht-sd.org to complete and submit an electronic application through the Frontline "AppliTrack" portal.

SPECIAL CONDITIONS: If the successful applicant for this position is not currently employed by the Hampton Township School District, it will be necessary to secure requisite clearances in compliance with the mandatory background checks, including the following:

Act 34 - Pennsylvania Criminal History Record Check as amended by Act 24 of 2011, Act 151 - Pennsylvania Child Abuse History Record Check, Act 114 - Federal Criminal History Record Check (fingerprint check), Mandated Reporter Training (Act 126), and, the Act 168 Disclosure Release (Pre-employment Sexual Abuse/Misconduct Disclosure).

CLOSING DATE: Open until filled; however, applications received by April 28, 2026, are guaranteed a review.

AppliTrack Job ID: 1247