

POSITION DESCRIPTION

Whiteriver Unified School District #20

TITLE: Exceptional Student Services (ESS) Student Health Aide

CONTRACT TERMS: Ten Months

SALARY CLASSIFICATION: Classified Support Salary Schedule

GENERAL STATEMENT OF RESPONSIBILITIES: *To provide health related assistance to students; to assist in creating a climate of health and well-being; to assure a caring and understanding environment for students.*

PRINCIPLE DUTIES:

OFFICE INTERACTION

- Prepare a physical environment that meets the needs of students;
- Enters data as needed;
- Performs typing and filing as required;
- Maintains supply inventory;
- Notifies supervisor and proper authorities of special problems involving students;
- Must be able to work independently with little supervision;
- Performs other related tasks as assigned

STUDENT INTERACTION

- Administers basic first aid to students;
- Assists with student physicals;
- Assists with visual, auditory, special education screenings;
- Assists with hygiene activities needed for students;
- Follows feeding protocols as prescribed in student's IEP;
- Follows PT protocols as prescribed in student's IEP;
- Assists with health education activities;
- Transport children as required;
- Dispenses medication under supervising Registered Nurse;
- Performs other related tasks as assigned.

QUALIFICATIONS:

ACCEPTABLE EDUCATION, TRAINING & EXPERIENCE:

High School diploma or equivalent;
Current First Aid and CPR certification required;

Ability to communicate and work well children and staff;
One year's experience in medical field preferred;
CNA preferred or other medical related certificate.

PHYSICAL REQUIREMENTS:

- May be required to assist students with restricted mobility;
- Must be able to lift at least 40 pounds.

COMMITMENT & DEPENDABILITY:

Willingness to be an integral member of a successful team;
Dedicated to provide the highest level of services;
Adherence to district's policies and procedures.

PERFORMANCE EXPECTATIONS:

TIME MANAGEMENT: Must plan two to twelve weeks in advance.

STRESS MANAGEMENT: Stress with time deadlines or meeting needs of exceptional students.

PUBLIC CONTACT: Interacts primarily with students.

RESPONSIBILITY: Must use own initiative and judgment; access sensitive and confidential records.

EVALUATION PROCEDURES: In accordance with provisions specified in governing board policy.

SUPERVISION RECEIVED: School Nurse, Coordinating with Principal and classroom teacher