



## School Nurse

3K-12<sup>th</sup> Grades

### School Nurse (3K–12th)

#### *Position Overview*

The School Nurse must be a compassionate, organized, and detail-oriented individual who provides essential health services for students and staff. The ideal candidate will embody Christian values, demonstrate a heart for service, and possess the skills to support the physical well-being of our school community. Performance will be evaluated in accordance with school policy and this job description.

The position schedule will be Monday - Friday, August - May, 7:30 - 3:30, and will report to the Health and Safety Director.

### Required Personal Qualities

The School Nurse shall:

- Have received Jesus Christ as personal Savior and display a clear Christian testimony
- Believe the Bible is the authoritative Word of God and the standard for faith and daily living
- Model Christlike character in attitude, speech, and conduct, in accordance with biblical standards
- Be an evangelical Christian aligned with the school's Statement of Faith
- Be an active member in good standing at a Christian church
- Demonstrate spiritual maturity and leadership, practicing Scripture study, prayer, and unity within the Body of Christ
- Communicate effectively with strong written and verbal English skills
- Exhibit emotional stability, sound judgment, and optimism during daily challenges
- Maintain confidentiality with all sensitive information
- Demonstrate enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality
- Maintain a personal appearance consistent with Christian standards and school policy
- Support parents as the primary educators of their children and assist them accordingly
- Respect and submit to constituted authority and communicate concerns appropriately
- Value and seek to understand the school community, contributing to unity and positive culture



**Minimum Qualifications:**

- High School Diploma
- CNA, LPN and/or RN certification/licensure
- Prior experience as a health assistant, personal care technician or similar medical profession
- Current First Aid and CPR certification
- Expertise to take care of emergencies and provide prompt medical care to children and adults
- Proficiency in Google apps, Microsoft Office (Word, Excel) and basic office equipment

**Physical Requirements:**

- Ability to lift up to 25 pounds and assist students with mobility as needed
- Comfortable standing, walking, and sitting for extended periods

**Primary Job Responsibilities:**

- Provide basic medical care, first aid, and emergency response to students and staff as needed
- Administer medications to students according to parental consent and physician instructions
- Maintain accurate and confidential health records for all students, including immunization records and health plans
- Monitor and manage communicable illnesses, ensuring compliance with state health regulations and school policies
- Collaborate with parents, teachers, and administrators to address students' health needs and concerns
- Maintain discretion and confidentiality in handling sensitive health and administrative information
- High School Health Occupations Elective Instructor (per minimum enrollment numbers)

NOTE: This job description is not intended to be comprehensive. Employees may perform other related duties as requested to meet the ongoing needs of the organization.

[Employment Application](#)

Please submit resume, cover letter, and completed employment application to Kelly Lookadoo, [klookadoo@northhillchristian.com](mailto:klookadoo@northhillchristian.com).

