



SAN ANTONIO ACADEMY OF TEXAS

Position Type: Substitute School Nurse

Date Open: 9/30/20

Reports To: Health Director

Description: San Antonio Academy of Texas seeks a substitute school nurse. SAA offers a competitive salary and a family-like work environment. A successful applicant will have a strong ability to work with others while providing excellent care for our boys.

Strengthens the educational process of students through the delivery of a coordinated and comprehensive school health services program for all students. Performs other duties as assigned.

Examples of Duties:

- Administers first aid for injury and illness.
 - Administers medications and health care treatments.
 - Identifies health barriers to student achievement and works with school staff and families to remediate those barriers.
 - Provides and coordinates health care interventions, including emergency responses.
 - Develops a plan of care for students with chronic health conditions.
 - Assesses the health needs of the school community.
 - Coordinates all health matters between the health care provider, family, and the school.
 - Conducts, coordinates, and follows-up health screening programs.
 - Maintains school health records, including ensuring compliance with state health mandates and regulations. Advocates for measures to control and prevent communicable diseases.
 - Promotes a safe and orderly school environment.
 - Provides health counseling and health education.
 - Assists the Head of School and staff to improve student achievement.
 - Assessments of acute occurrences with coordination of follow-on care.
-

Job Requirements

Minimum Qualifications:

Education, Training and Experience:

Graduation from an accredited college or university with a bachelor's degree in nursing or a related field; plus two years of professional nursing experience.

Licenses and Certificates:

Possession of a valid license to practice registered nursing (RN), issued by the Texas Board of Nurse Examiners, is required.

Knowledge, Skills, and Abilities:

- Knowledge of general nursing principles, practices, procedures, and methods.
- Knowledge of the tools, instruments, and equipment used in nursing.
- Knowledge of current health issues and trends.
- Skill in the provision of a variety of nursing care services.
- Skill in the monitoring and assessment of patients' health care needs and services.
- Skill in the preparation and maintenance of records.
- Skill in communicating effectively with students, parents, and faculty.
- Skill in the documentation of patient records.
- Skill in the use of personal computers and web-based health records systems.
- Ability to maintain confidential and sensitive information and records.
- Knowledge of HIPAA standards for data security and confidentiality.

Physical and Environmental Conditions:

The work of this classification may include the performance of physical activities such as walking, standing, and lifting, and the operation of medical equipment and instruments.

FLSA: Hourly

Experience in a school nursing setting is preferred.

Ability to use web-based health record systems (i.e. Magnus) is a must.

Application Instructions:

Please read carefully; follow instructions provided below

- Two professional references must be submitted to complete your application. Examples of professional references include current and former principals, supervisors, managers, mentor teachers and university/college supervisors.
- Submit resume and cover letter via email to Kimberly Dunn, kdunn@sa-academy.org.

Pre-Employment Requirements:

- All persons employed by the San Antonio Academy, regular and temporary, are required to be fingerprinted and have a criminal background investigation completed.
- Anyone offered employment is required to provide proper identification and documentation of eligibility for employment in the US.

Review of applications will continue until a selection is made. The Academy is firmly committed to treating applicants for employment according to their experience, talent, and qualifications for the job, without regard to race, religion, color, national origin, sex, sexual orientation, age, or disability (if otherwise qualified to do the job). Our policy in this regard covers all employment decisions, including recruitment, hiring, placement, promotions, transfers, layoffs or terminations, rates of pay, employee benefits, and selection for training.

San Antonio Academy of Texas offers prekindergarten through eighth grade boys an exceptional academic program that features small classes, a family-like atmosphere, the development of a positive self-image and a foundation for life based upon love of God and country, integrity and respect for each other.