



SHORE COUNTRY DAY SCHOOL

POSITION OPENING: Temporary School Nurse Coverage September 2024- March 2025 SHORE COUNTRY DAY SCHOOL (Beverly, MA)

Start date: September 2024

Status: Full Time, Exempt, On-campus

Reports to: Chief Financial & Operating Officer and Lower School Head

To Apply:

Using PDF format, please send a resumé and a cover letter describing how you meet the below criteria to opportunities@shoreschool.org.

Job Summary:

We seek an empathetic and experienced professional with genuine enthusiasm for working with adolescents, curiosity about learning, and commitment to professional and personal growth to fill a critical role in supporting our students and families. The ideal candidate is an educator and role model who strengthens and facilitates the educational process by improving and protecting the physical and mental health wellbeing of the student body. The school nurse is uniquely qualified in preventative health, health assessment, and referral procedures. In addition, the school nurse has strong interpersonal skills that allow for proactive and constructive communication with families.

In living out our [Equity and Inclusion Commitment](#), we encourage candidates of all backgrounds, abilities, and lived experiences to apply, including candidates of color, candidates who are members of the LGBTQ+ community, neurodivergent candidates, multilingual candidates, and other candidates from historically underrepresented communities.

Key Objectives:

- Monitor all life-threatening allergies on campus, maintain allergy care plans, Epipens, and education of faculty, staff, and parents. Track expiration dates on all Epipens in Nurse's office, kitchen, and sports med kits. Create an Allergy and Gluten-free list of students to share with teachers and kitchen staff.
- Nebulizer treatments on unstable asthmatic students. Maintaining doctor's orders, inhalers, and asthmatic care plans as necessary.
- Responsible for the daily administration of prescription and non-prescription medications in accordance with state regulations, including storage, handling and documentation. Monitor and document the administration of emergency seizure medication, and migraine medication as needed.
- Provide assessment and nursing care for students' daily bumps, bruises, cuts, headaches, and stomach aches.
- Promote and assist in the control of communicable diseases through immunization screenings, influenza vaccine documentation, early detection, surveillance, and reporting of contagious diseases.
- Maintain health records, reports, immunizations, statistics, and file proper documentation with the state. I.e: Immunization, asthma, and diabetes reports.
- Coordinate medication for students, training for adult chaperones and prepares backpacks for daily and overnight school trips, (Epipens, care plans, and inhalers).
- Conduct Epipen training bi-annually, and Bloodborne refresher courses yearly.
- Maintain documentation of all health office visits in the electronic nursing software program/health portal (Shore uses SNAP).
- Works closely with the school physician in developing and updating annual standing orders, and school health policies as well as establishing a relationship with the school counselor and Athletic Trainer.
- Maintain Epipens, AEDs, medications and first aid kits around campus.
- Lice checks, rechecks, and education.

The school nurse will communicate with faculty/staff, administrators, and parents any special requirements or precautions on a need-to-know basis, provide adults with the training necessary for the health and safety of all students, and document calls and visits in student electronic health records.

Serve as a liaison to local public BOH. Perform other duties as assigned

Skills and Competencies:

- Registered Nurse with Massachusetts license in good standing. Preferably five years of experience as a professional R.N. and pediatric experience
 - Certified in CPR, BLS, or ALS.
 - Proficient in Google (G Suite) - E-mail, Drive/Docs, Calendar
- Microsoft Office - Word, Excel
- Zoom video conferencing
 - Experience with electronic health records management systems is desired, Shore currently uses SNAP Health Center.
 - Knowledge of state health regulations.
 - Ability to operate medical equipment as required.
 - Understanding of childhood growth and developmental stages.
 - Processes the ability to relate to and communicate with adolescents.
 - Strong verbal and written communication skills.
 - Ability to assess situations and act quickly.
 - Have exceptional social-emotional intelligence and interpersonal skills.
 - Meticulous attention to detail. Ability to work independently as well as part of a highly integrated team.
 - Curiosity and interest in SCDS's culture, mission, and aspirations.
 - Flexibility and a sense of humor. Integrity, honesty, sound judgment, and a strong work ethic.
 - Able to sit, stand, bend, and walk for extended periods. Able to push/pull a wheelchair. Able to lift 50 lbs. (able to lift a middle-school aged child). Potential for contact with blood and other body fluids, blood-borne pathogens, and communicable diseases.

Selected Benefits

Workplace:

Shore Country Day School (Boston Metropolitan area) is a Pre-K - Grade 9 independent day school serving students of all social identities. Our commitment to anti-racist and culturally responsive teaching, staff, and administrative practices are the privilege and responsibility of every member of the Shore Community. All employees are supported through mentoring, significant professional development opportunities, and a culture of intentionality for individual belonging and innovation.

- [Video](#) of Shore leaders discussing worklife, courtesy of Strategenius.
- [Employment page with Videos](#) of Shore teachers and students.

Equal Opportunity Employer Statement

Shore Country Day School provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.