



NASHOBA

Regional School District

7/11/2017

Position: Coordinator of Nursing and Health
Full Year Position

Department/Location: Nashoba Regional School District

Organizational Scope:

Reporting to the Superintendent, Coordinator will lead NRSD student and staff health wellness programs and services (medical, social, emotional and physical wellbeing) through initiatives, direct services and supervision.

Position Responsibilities:

- Act as Nurse Leader managing all nurses, healthcare related matters and administers all aspects of Essential School Health Services for all students
- Assists in the development of school policies and protocols to address student wellness (Individual Educational Plans, Section 504 Plans and Healthcare needs)
- Assists in the recruitment and recommendation for hiring of medical and mental health professionals
- Assumes responsibility for compiling, maintaining, and filing all reports, records, and other documents legally required or administratively useful
- Assumes responsibility for professional development in our medical and mental health departments;
- Carries out duties to ensure compliance with State and Federal laws and regulations relating to medical and mental health need of special education and general education at-risk students
- Coordinates, evaluates and supervises educators and programs that address at medical, mental health and risk behaviors and interventions, including annual Child Find efforts
- Implements procedures for referral, placement, evaluation, and reevaluation of at-risk students
- Interprets and communicates the objectives of at risk education services to the Superintendent, the school administration, educators, staff, and the public at large through 504 meetings, School Health Advisory Meetings (chair) and public health meetings
- Evaluates and supervises educators and staff as assigned by the Superintendent or Designee
- Coordinates and monitors instruction for homebound or hospitalized for at-risk students
- Works with the Department of Special Services and the Department of Teaching and Learning to coordinate efforts relating to meeting the needs of at-risk students
- Manages Essential School Health Services Grant.
- Other duties as assigned.

Job Qualifications and Physical Demands:

BSRN required, licensed as a School Nurse required; MA in Nursing, School Psychology, or related service content preferred; Licensed as a Director/Supervisor or Principal/Assistant Principal: or able to apply within one year; Experience as an educator, nurse or related field, and leader in said field; or Such alternatives as the Superintendent may find appropriate. Must be able to assist in the protection of students and school property, and assist the Principal in fire and other emergency drills as required by law and School Committee policy. To perform this job successfully, an individual must be able to perform each essential duty mentioned satisfactorily. Must be able to walk and stand on tile flooring for up to 1-2 miles per day, lift up to 25 pounds, bend and twist regularly at the waist, knees and neck.

To Apply: Apply through SchoolSpring. See link to SchoolSpring on the NRSD website: www.nrsd.net "Employment Opportunities".

Applicants for employment are considered without regard to age, physical, mental or psychiatric disability, genetics, race, religion, sex, sexual orientation, gender identity, marital status, national origin, or military status.