



Nurse (Temporary Position)

Sacramento Country Day School, the regional leader in Pre-Kindergarten through 12th grade independent school education since 1964, seeks a Nurse to be responsible for all issues relating to the health and welfare of the students during their attendance at the school.

The nurse serves as a liaison to parents on health and wellness issues and provides education/training on health issues to students, staff and parents. This is a temporary (minimum 6 months), part time (20-30 hours a week) position.

Essential Duties and Responsibilities

- Assists the CFO and administrative team with the development and maintenance of school health policies including those related to COVID-19
- Serves on the COVID Steering Committee
- Provides nursing care to ill or injured students or staff during the school day, including possible lice situations
- Administers prescribed medications to students during school hours
- Provides health related classroom instruction
- Provides health information and in-service programs on health topics including blood-borne pathogens to faculty and staff
- Maintains accurate school health records in accordance with state law
- Maintains accurate records to assure compliance with state mandates including immunizations, physical examinations, medical conditions, and COVID-19
- Initiates contact with, and acts as liaison between home, school, community health agencies and the private medical sector to enhance the health and wellness of the school community. Serves as the primary contact person with Sacramento County regarding COVID-19 issues
- Maintains communication with administrators, teachers, staff, and school families to enhance cooperative action, which will meet the health and safety needs of the students
- Maintains, prepares, and restocks first aid supplies as necessary
- Other duties may be assigned

Job Requirements/Qualifications

- Minimum of two years' professional nursing experience, preferably in a school or pediatric setting.
- Registered Nurse (RN) or Licensed Practical Nurse (LPN)
- Current First Aid and CPR certification
- Highly motivated with excellent oral, written, and interpersonal skills
- Must be able to work independently and effectively with a variety of constituents.
- Demonstrates sensitivity, good judgment, and confidentiality in working with students and parents
- Strong organizational skills
- Knowledge of children's intellectual, social, emotional, and physical development
- Operate a variety of office equipment including a computer and any related software, use a variety of medical equipment and instruments as assigned
- Hazards include but are not limited to, contact with blood and other bodily fluids, potential contact with blood-borne pathogens and communicable diseases including COVID-19, and biomedical wastes and hazards

Sacramento Country Day School is an inclusive community and welcomes applicants from all backgrounds. To apply, please send a single .pdf file that includes a letter of interest, resume, and list of three (3) references to CFO Bill Petchauer at resume@saccds.org.