

Simpson County School District

JOB/POSITION DESCRIPTION

Position Title: School Nurse (COVID-19)
Department: School Level/ Health and Wellness
Reports to: School Principal and Director of COVID-19 (Health & Wellness)
Status: Classified

SUMMARY

To support and enhance the educational mission of the school district through providing healthcare supports to all students and staff at the assigned school level.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Manages all COVID-19 related concerns and processes at the school level.
- Implements school-wide systems and protocols for COVID-19 concerns as well as other infectious diseases and health concerns.
- Manages all school level COVID-19 reporting and cataloging. Reports to the Principal and COVID-19 Director of Health and Wellness.
- Provides educational resources on COVID-19 and other infectious diseases to the school staff, students, and families.
- A leader in the school environment for good health practices among staff, faculty and students.
- Implements the tobacco-use prevention and cessation program and educational endeavor to educate about the environmental hazards of tobacco smoking
- Serves as a resource contact to school administration, school staff, students and their families and community organizations.
- Provide educational activities on tobacco use prevention and other health related subjects in the classroom setting, group presentations, and other community events.
- Demonstrates professional community involvement
- Promotes professional standards of nursing in the workplace and community
- Support the Mississippi State Department of health in research activities related to the tobacco-use prevention program
- Serves as a leader in nursing by participating in professional organizations at the national and state level
- Provide for professional growth by completing the approved District Staff Development Program
- Stays abreast of the most current information related to COVID-19 and other infectious diseases.
- Demonstrates prompt and regular attendance
- Supports the Simpson County School District's Mission, Vision, and Strategic Plan
- Performs other duties as assigned by the Principal and Director of COVID-19 (Health & Wellness)

QUALIFICATIONS:

- Valid Mississippi Registered Nursing License or LPN with a minimum of one year's clinical experience.
- Acceptable references / evaluations from previous employers

PHYSICAL DEMANDS and Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is continuously required to speak and listen for extended periods. The employee is also required to sit or stand for long periods, and regularly to move; use hands or fingers to handle, or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel, crouch or crawl. The employee must regularly lift and move up to 20 pounds,

and occasionally lift and move up to 30 pounds. Specific vision abilities required for this job include close vision, peripheral vision, depth perception, and the ability to adjust focus. The employee is further required to have the physical, mental, and emotional stamina to fully perform the duties and responsibilities of the position, and the mental acuity to collect, evaluate, and interpret data; to reason; to define problems; to establish facts; to draw valid conclusions; and to make effective judgments and decisions.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Simpson County Board of Education Policy on Evaluation of Professional Personnel.

EMPLOYMENT:

Nine-month year; 187 days Salary based on the Simpson County School District's Approved Scale.

REVIEWED BY: SIMPSON COUNTY SCHOOL BOARD DATE: **TBD**

Reviewed and agreed to by: _____ Date _____