

Job Opening Announcement & Job Description



SCHOOL NURSE TEAM LEADER	
Supervisor: School Nurse Corps Director	Division: Student Success and Learning Location/Assignment: North Central ESD serving SNC districts in Chelan, Okanogan, Grant and Douglas Counties.
Salary Range: \$77,962.00 - \$90,414.00 (Level 1) \$82,434.00 - \$95,597.00 (Level 2) Salary based on 191-day position, Salary range dependent upon experience and expertise. Benefits: <u>Insurance benefits</u> - includes medical, dental, vision, life & LTD (if working more than 95 days) HCA/PEBB <u>Retirement</u> - Through Department of Retirement (DRS) - SERS plan Department of Retirement <u>Sick leave</u> - accrued at 8 hours per month <u>Personal leave</u> - 2 days per year prorated based on hire date Additional Benefit Information	Conditions of work: 191 days per year/8 hours per day (year-round position, may consider part-time) Exempt position

GENERAL DESCRIPTION:
<p>This position is a rare opportunity to join an exciting team. Educational Service District 171 (ESD 171) is seeking a dynamic team player interested in making an impact in the lives of district staff and students in the NCESD service area. The School Nurse Team Leader position supports the NCESD School Nurse Corps (SNC) program objectives and priorities. The School Nurse Team Leader provides high-quality, evidence-based health services support, including school nurse orientation, mentoring, consultation, needs assessments, and professional development. This position assists SNC senior management with SNC district health services program assessments, with a focus on compliance with health services-related laws and regulations, school nurse standards of practice, and the planning, delivery and evaluation of appropriate, high-quality evidence-based care. The School Nurse Team Leader provides direct school nurse services as scheduled and assigned to identified SNC school districts.</p>
<p>Qualifications:</p> <p>Required:</p> <ul style="list-style-type: none"> ● Valid and unencumbered Washington State Registered Nurse license ● Recent school nursing experience ● Bachelor's degree in nursing ● Valid First Aid/CPR/AED Certificate (or willing to obtain) ● Valid Driver's license and willingness to travel <p>Preferred:</p> <ul style="list-style-type: none"> ● Washington State ESA Certification (School Nurse endorsement) ● Pediatric nursing, public health nursing experience ● Master's degree in nursing <p>Skills, Knowledge, and/or Abilities:</p> <ul style="list-style-type: none"> ● Adhering to safety practices and laws related to first aid and resuscitation, including administering first aid, CPR, defibrillation, and/or emergency medication administration as appropriate. ● Ability to operate office equipment, pertinent software applications and technology. ● Knowledge of pertinent laws, regulations, policies, scope and standards, evidence-based practice, stages of child growth/development, common pediatric health conditions. ● Ability to work independently under broad organizational guidelines to achieve objectives. ● Ability to set priorities, meet deadlines, and deal with frequent interruptions ● Demonstrates strong teamwork skills: leadership, collaboration and good communication.

- Demonstrates clinical critical-thinking skills.
- Demonstrates analytical skills: collects, reviews, analyzes and interprets data to solve problems.
- Demonstrates strong interpersonal skills and diversity and cultural competence. Establishes and maintains effective relationships, displays tact and courtesy, adapts to changing work priorities, communicates with diverse groups, and maintains confidentiality per policies and standards.
- Demonstrates excellent verbal and written communication skills.
- Prepares and maintains accurate records and reports, maintains multiple databases.
- Exceptionally high commitment to task accomplishment and flexibility in working hours and days.

Timeline:

Position opens: February 8, 2023
 Position opened until filled with first screen
 after 12 pm on February 22, 2023
 Screening & Interviews: As soon as possible
 Position begins: As soon as possible

Note: Employment contingent upon successful clearance of a Washington State Patrol, FBI fingerprint criminal history background check, and Sexual Misconduct background check.

NCESD is an Equal Opportunity Employer

Responsibilities:

- Conducts orientation and training programs for novice school nurses in support of a best practice framework for school district health services programs.
- Provides knowledgeable, highly-skilled school nurse guidance and consultation on pediatric health condition management and school health services practice.
- Mentors school nurses, using advanced critical thinking, communication, decision-making and networking skills; serves as role model, advocate, and motivator to help acclimate the novice school nurse to the WA PreK-12 education environment; supports the novice school nurse's development of critical thinking and decision-making skills; promotes professionalism.
- Promotes development of the school nurse team by identifying training and development needs and through facilitation, design, and delivery of professional development programming.
- Identifies health services process improvements; uses a collaborative approach to process improvement activities with school nurses and school districts.
- Assists school nurses in reviewing and developing health services processes, policies and procedures that reflect evidence-based practice, laws, and regulations.
- Assists school nurses in mandatory public health efforts, including communicable disease processes, immunization tracking, and health screenings.
- Prepares a variety of materials (e.g., training materials, presentations, reports, pre/post evaluations, surveys).
- Conducts SNC district health services site visits as assigned to assess processes, efforts toward SNC program objectives, and to identify needs.
- Provides direct school nurse services to assigned school districts.
- Acts as a student advocate; recognizes the diverse cultural, language, economic, education and health needs of students and families in the NCESD service area.

Professional Growth and Responsibilities:

Meets or exceeds performance expectations in the following areas:

- Competence
- Quality and Quantity of Work
- Attitude
- Flexibility, Innovation and Initiative
- Cooperation with Supervisor/Director and Peers
- Demonstrates & Supports Agency Values:
 - Supports, implements, and abides by the NCESD and partnering agencies' policies, regulations, procedures and administrative directives; demonstrates loyalty to the NCESD and other administrators.
 - Supports and follows the rules, administrative regulations, and policies and procedures of the agencies served.
 - Submits records, reports and assignments promptly and efficiently.

- Deals with obstacles and constraints positively.
- Demonstrates ability to adjust to and use new approaches in the performance of her/his duties.
- Seeks and takes advantage of opportunities for professional growth.
- Maintains dress and appearance appropriate to a professional office or school district setting.
- A new employee is subject to a 180-day probationary period and must be evaluated prior to its end. If work is found to be unsatisfactory, the employee is subject to termination.

Physical Demands

- Duties are typically performed in an office or school setting, which may include a health room, classroom, gym, cafeteria, auditorium, or recreational area.
- Regular standing, walking, and sitting are required, including sitting for extended periods of time.
- Lifts and carries a maximum of 40 pounds.
- Frequent travel throughout the 4 county NCESD service area (Chelan, Douglas, Grant, Okanogan counties), including some overnight travel.
- Adequate manual and finger dexterity, hearing, speech and vision are necessary to perform the essential functions of this position.

Application Procedure:

North Central ESD is accepting applications for this position on-line only. To access our on-line application please click the link below.

All completed packets must be submitted on-line and include:

- Updated Resume
- Cover Letter
- Two Professional Letters of Recommendation (less than a year old)
- Sexual Misconduct Form

[Click here to apply](#)