



Position: Part-time School Nurse
FLSA Status: Non-Exempt

Employment Category: Classified
Reports to: Director of Operations

Organization Overview:

The mission of Atlanta SMART Academy is to use science, math and the arts to build innovative solutionists. Solutionists are students who can propose multiple, research supported answers to a variety of real world questions.

The vision of Atlanta SMART Academy is a conduit from elementary to high school, college and career where students are equipped with the critical thinking skills to thrive in a constantly changing society. Atlanta SMART Academy is a state charter school opening in SW Atlanta in August 2020 with 5th and 6th grades then growing a grade level each year until serving grades 5-8.

The core values of creativity, collaboration, compassion and competence are built through the four-key innovations: project-based learning, extended time, arts instruction and an advanced science and math curriculum. Within a structured, restorative school community with an unwavering focus on high academic growth, all students will be prepared to succeed in high school, college and career.

Job Summary:

The School Nurse (Licensed Practical Nurse, LPN or Registered Nurse, RN) provides health services to assist students and staff in achieving and/or maintaining optimum health through education, examinations, and guidance.

Performance Responsibilities:

1. Identifies, monitors, and manages students with chronic disease and Documents services provided in accordance with orders and care plan.
2. Provides emergency crisis nursing care for physically and/or psychologically ill and injured students and staff in the
3. Maintains communicable disease prevention and control through education, policy and enforcement.
4. Conducts physical health care assessments and screenings, including vision, hearing, dental, scoliosis and nutritional
5. Provides counseling and guidance to students, parents and staff regarding health-related attendance
6. Notifies, counsels and assists students in obtaining remediation of health defects.
7. Oversees maintenance of thorough and comprehensive health-related reports and ensures compliance with policies and regulations.
8. Consults with school administration regarding physical environment and facility needs of students and staff requiring special

Requirements

Education:

- Graduate of a Licensed Practical Nursing program from vocational or other technical school.



- Minimum of 2 years of school nursing, pediatric nursing, or related nursing specialty.

Work Experience:

Minimum of 2 years of school nursing, pediatric nursing, or related nursing specialty *required*
Knowledge of fundamental nursing concepts, practices, and procedures *required*
Work experience in a K-12 environment *preferred*

Certifications/Licenses:

- Unrestricted Licensed Practical Nurse (LPN) License in the State of Georgia.
- Registered Nurses (RN) License in the State of Georgia.
- Certification in CPR/AED required.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of fundamental nursing concepts, practices, and procedures.
- Excellent listening and communication skills.
- Basic technical skills, including competency in computer applications.
- Record-keeping skills.
- Ability to maintain a positive working relationship with school personnel, students, and families.
- Organizational abilities.
- Ability to learn and master Student Information Software such as PowerSchool.

ESSENTIAL DUTIES

- Identifies, monitors, and manages students with chronic disease and disabilities, and documents the services provided in accordance with orders and care plan.
- Provides emergency crisis nursing care for physically and/or psychologically ill and injured students and staff .
- Maintains communicable disease prevention and control through education, policy and enforcement.
- Conducts physical healthcare assessments and screenings, including temperature checks, vision, hearing, dental, scoliosis and nutritional assessments.
- Provides counseling and guidance to students, parents and staff regarding health-related attendance problems.
- Maintains thorough and comprehensive health-related reports, monthly reports, and emergency reports, and ensures compliance with policies and regulations.
- Provides health education for use by students, families, and school personnel on subjects such as (but not limited to) growth and development, home nursing instruction and first aid.
- Attend 504 and IEP meetings as needed to provide medical expertise.
- Maintains required certifications and licenses; attend training as required.
- Identifies/monitors health issues.
- Notifies, counsels, and assists students in obtaining remediation of health defects.
- Maintains thorough and comprehensive health required reports.
- Performs other related duties as required such as SST meetings and class presentations.
- Maintains required certifications and licenses; attend trainings as required.
- Responsible for daily clean up and wiping down surfaces to uphold sanitation standards as required for safe school environment.
- Performs other duties as assigned by the appropriate administrator.
- Required to attend scheduled shift during regular business hours as mandated.



PHYSICAL ABILITIES AND WORKING CONDITIONS

The physical abilities, working conditions and other conditions of employment listed in this document are representative of, but are not intended to provide an exhaustive list of the requirements for positions in this classification. In the event of an emergency or situation requiring guidance from Federal, State, or local or school district authorities, the requirements of this position may change temporarily or for the school year to best serve the needs of our students.

Vision: Ability to read small print and view a computer screen for prolonged periods.

Hearing: Ability to tolerate exposure to noisy conditions.

Speech: Ability to be understood in face-to-face communications, to speak with a level of proficiency and volume to be understood over a telephone or computer.

Upper Body Mobility: Ability to use hands to grasp, and manipulate small objects; manipulate fingers, twist and bend at wrist and elbow; extend arms to reach outward and upward; use hands and arms to lift objects; turn, raise, and lower head.

Strength: Ability to lift, push, pull and/or carry objects which weigh as much as 5 or more pounds on a frequent basis. Incumbent may be required to physically restrain parties involved in a conflict.

Environmental Requirements: Ability to encounter constant work interruptions; work cooperatively with others; work independently; work indoors.

Mental Requirements: Ability to read, write, understand, interpret and apply information at a moderately complex level essential for successful job performance; math skills at a high school proficiency level; judgment and the ability to process information quickly; learn quickly and follow verbal procedures and standards; give verbal instruction; rank tasks in order of importance; copy, compare, compile and coordinate information and records. Understand how to manage stress.

Additional Work Conditions & Physical Abilities: Requires extensive safety training and protective devices. Regular exposure to infectious material/diseases. Regular exposure to chemicals, and solvents.

Atlanta SMART Academy does not discriminate on the basis of race, color, religion, sex, citizenship, ethnic or national origin, age, disability, medical status, military status, veteran status, marital status, sexual orientation, gender identity or expression, genetic information, ancestry, or any legally protected status in any of its employment practices, educational programs, services or activities. Reasonable accommodations may be made to enable individuals with disabilities to perform essential duties.

This job description is intended to accurately reflect the duties, responsibilities and requirements of the position. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position. Management and administration reserves the right to modify, add, or remove duties and assign other duties as necessary.

Compensation:

This position is not to exceed 20 hours a week. Hourly Rate: \$32/hr+ commensurate with experience

To apply:

Apply online at atlantasmartacademy.org