

San Diego Jewish Academy is seeking a dedicated and passionate full-time School Nurse for our vibrant Early Childhood - 12th grade campus. You will be responsible for creating a safe, welcoming environment for students, supporting their academic success, and addressing health concerns as they arise. Your passion for nursing and dedication to helping children thrive will be evident as you collaborate with teachers, staff and parents. In this role, you will be a vital part of SDJA's Health & Wellness Team and will provide guidance in shaping relevant decisions and policies.

Work Schedule:

This position offers flexibility in the work schedule, potentially either 11 or 12 months, based on the needs of the school and the selected candidate. Responsibilities, compensation and benefits will be adjusted accordingly to reflect the agreed-upon terms and conditions. We are committed to finding a solution that works best for both the candidate and the school, ensuring a mutually beneficial arrangement.

Compensation:

The anticipated range for this position is \$75,000 - \$85,000 (11 months) & \$80,000 - \$90,000 (12 months). The offer to a successful candidate will be dependent on several factors that may include but are not limited to: the type and years of experience; training; practical knowledge; and education.

You will be kept busy with:

Direct Services

- Supporting the learning experience of students providing students and employees with first aid
- Evaluating the need for other forms of care and referring students and staff to the appropriate resources
- Consulting with and providing advice to the division heads, teachers and others regarding students' specific health issues which may impact their learning experience
- Stocking the health office
- Meeting with students, parents and teachers regarding health issues and concerns
- Screening students for basic medical data and status including hearing and vision
- Referring to community agencies and clinics as required
- Counseling students with special health needs to ensure best possible adjustment
- Evaluating students and employees with contagious and/or infectious disease
- Evaluating employees who incur work related injuries or illnesses, referring employees to outside medical provider and following up on injuries and claims in conjunction with HR office
- Providing in service staff development on food allergies, seizure management, diabetes, asthma and concussions
- Providing education and communication school wide on immunizations and health practices for a healthier community
- Consulting with and serving as a resource to teachers and administrators
- Preparing and replacing first aid kits and field trip kits
- Communicating with families and follow up on health events
- Encouraging vaccination of flu shots and other immunizations

Developing Policy and Procedure

- Assessing and evaluating the health and developmental needs of students by recognizing symptoms and implementing an appropriate plan of action
- Implementing health policies and procedures in support of the school's mission and in compliance with federal, state and local laws
- Developing procedures for systems in health office such:
 - Inventory list
 - Medical forms for admissions

- Medical Authorization of medications
- Developing health care plans
- Supervising and implementing the school medication policy, administering medication of various sorts in accordance with RN licensure
- Coordinating standing orders provided by UCSD
- Assisting the health department in establishing measures to prevent, minimize and control communicable diseases on campus
- Enforcing protocol on blood borne pathogens
- Developing and implementing health policies and procedures in support of the school mission and in compliance with federal, state and local laws
- Overseeing medication administration and health care procedures

Health Record Management

- Obtaining, maintaining and updating all student health records and histories in SNAP
- Meeting with teachers to review student's specific health needs that may student's safety and wellbeing
- Granting exemptions from PE as necessary
- Documenting student and employee illnesses and accidents
- Reporting to local police authority and CPS any suspected instance of child abuse and counsel other employees when making child abuse reports
- Ensuring immunizations are up to date by complying with county requirements and reporting yearly results
- Identifying and helping decrease the spread of communicable diseases
- Communicating with parents, teachers and staff regarding the health of students
- Maintaining health/visit records in SDJA's health administration system (SNAP)
- Collecting Staff Health info and disclosures

Other Responsibilities

- Working with Senior Leadership to oversee infection control measures
- Coordinating and providing support for COVID testing and notifying close contacts as needed
- Responsible for waste management and sharps disposal
- Additional duties or projects as assigned

You're good at:

- Providing care with compassion, understanding and empathy
- Working collaboratively with others
- Being proactive about continuing education and professional development
- Communication, written and verbal – speak well and listen better
- Managing priorities and remaining calm under pressure
- Being innovative and solving problems
- Maintaining accurate records
- Upholding confidentiality at all times
- Working with computers at an intermediate level (MS Office – Word, Excel, Outlook) as well as standard office equipment

You bring this to the table:

- Valid California Registered Nursing license (RN) required
- Three (3) or more years of responsible nursing experience; experience in a school setting preferred

A plus if you have:

- Bachelor's degree from an accredited college or university
- School Nurse Certification

What we can offer you:

- We prioritize a working environment where team members respect and support one another. You'll find yourself surrounded by colleagues who value collaboration and foster a positive work environment.
- We understand the importance of recognizing your contributions, which is why we offer competitive compensation packages. In addition to your pay, you'll enjoy perks like free kosher lunches, ensuring you have nourishment to fuel your day.
- We prioritize work/life balance by providing paid time off for holidays, sick days, and vacation. We believe in supporting your well-being both inside and outside of work. As a valued member of our team, you'll have access to a comprehensive benefits package that includes: medical, dental, vision, flexible spending accounts (FSAs), mental health support, EAP (Employee Assistance Program), and group and voluntary life insurance plans.
- Planning for your future is important, which is why we offer a 401(k) retirement plan with pre- and post-tax deferral options as well as employer matching contributions.

If this sounds like a great match, we'd like to hear from you.