



**SISKIYOU COUNTY OFFICE OF EDUCATION  
JOB DESCRIPTION**

**SCHOOL NURSE  
HEALTH SERVICES DEPARTMENT**

**DEFINITION**

Under the direction of the Health Services Director, provides school health and nursing services, promotes health and prevention education and safety; refers students, parents or guardians to appropriate community resources for recommended health service programs.

**DUTIES AND RESPONSIBILITIES** *May include, but not limited to the following:*

- Conduct immunization programs pursuant to California Education Code, Section 49403, of the California Code of Regulations
- Assess and evaluate the health and developmental status of pupils
- Interpret the health and developmental assessment to parents, teachers, administrators, and other professionals directly concerned with the pupil
- Design and implement individual student health maintenance plans, incorporating plans directed by a physician
- Refer the pupil and parent or guardian to appropriate community resources for necessary services
- Maintain communication with parents and all involved community practitioners and agencies to promote needed treatment and secure reports of findings pertinent to educational planning
- Interpret medical and nursing findings appropriate to the student's individualized education program and make recommendations to professional personnel directly involved
- Consult with, conduct inservice training for, and serve as a resource person to teachers and administrators
- Develop and implement the health education curriculum
- Act as a participant in implementing a comprehensive health instruction curriculum for students
- Counsel and assist pupils and parents in health related and school adjustment services
- Teach health related subjects under the supervision of a classroom teacher
- Supervise health services provided at schools by other licensed and unlicensed health care providers
- Perform related duties as assigned

**MINIMUM QUALIFICATIONS**

- Bachelor's degree from a regionally accredited college or university
- Possession of valid Registered Nurse License issued by the State of California
- Possession of School Nurse Services Credential or ability to obtain the credential upon hire
- Possession of School Audiometrist Certificate or ability to obtain the certificate within six months of hire

**PREFERRED QUALIFICATIONS**

- Public Health Nurse license

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of medication effects and proper administration procedures
- Knowledge of proper operation of specialized health assessment instruments
- Knowledge of California Education Codes, Health and Safety Codes as they apply to health services in schools
- Ability to prepare and deliver oral presentations regarding health issues
- Ability to maintain records and prepare comprehensive reports according to established office rules, regulations and state mandates

### **PHYSICAL DEMANDS**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Persons performing service in this position classification will exert up to 25 pounds of force frequently to lift, carry, push, pull, or otherwise move objects
- Sitting, standing, and walking for extended periods of time
- Perceiving the nature of sound, vision, and depth perception
- Providing oral information
- Manual dexterity to operate business related equipment, and handle and work with various materials and objects

### **EMPLOYMENT REQUIREMENTS**

- Proof of employment eligibility and verification of legal right to work in the United States in compliance with the Immigration Reform and Control Act
- Valid state issued driver's license
- Background clearance
- Tuberculosis (TB) clearance

### **REASONABLE ACCOMMODATIONS**

Reasonable accommodations may be made to enable a person with a disability to perform the duties and responsibilities of the job.

### **EQUAL OPPORTUNITY EMPLOYER**

The Siskiyou County Office of Education is an equal opportunity employer to all, regardless of ancestry, race, color, religion, national origin, political affiliation, sexual orientation, marital status, disability, gender expression, gender identity, genetic information, age, pregnancy, membership in an employee organization, parental status, military service, or other non-merit factor.