

**TITLE:**        **Lead School Nurse**

**QUALIFICATIONS:**

1.        Registered Nurse
2.        Possess and Maintain a Current CPR certification
3.        Must hold valid Alabama Nursing License
4.        Experience in management or health related field or 3 years as school nurse within the Albertville City School system
5.        Demonstrated effective written and verbal communication skills
6.        Must meet background clearance requirements as specified by ALSDE

**Reports to:**    Executive Director of Federal Programs / Nurse Supervisor

**Supervises:**   Registered Nurses, Licensed Practical Nurses, and Unlicensed Medication School Personnel

**Job Summary:**    Oversee the planning, implementation, and evaluation of children with health needs in the educational setting, as well as train staff, delegate nursing tasks as appropriate with the Alabama Board of Nursing, to provide oversight to comprehensive school health services program, to supervise nursing staff in planning and implementation of direct healthcare to students during school and school-sponsored events and to determine necessary changes in staffing patterns based on the on-going health needs of students. Submit all reports as required to SDE and other state entities.

**ESSENTIAL FUNCTIONS:**

1.        Supervise and evaluate department staff and make recommendations to the director/supervisor regarding continued employment and assist with meeting fiscal responsibilities.
2.        Assist in the development, implementation, and evaluation of practice and procedures appropriate to specific health professions and license requirement.
3.        Observe and evaluate the nursing practice of regular and substitute staff nurses and provide follow-up including consultation, recommendations, and/or demonstrations of nursing skills and technique as required.
4.        Provide orientation and in-service for nursing staff including substitutes.
5.        Conduct interviews for new nursing staff and make recommendations to director for hiring.
6.        Assist nursing staff assigned to other schools in our system as needed.
7.        Coordinate health services such as clinics and health screenings with community health care providers.
8.        Collaborate with local college nursing programs to provide clinical/practicum experience for associate degree and license practical nursing students.
9.        Collaborate with other school departments, school personnel, and community providers to develop, implement, direct and evaluate community-based services that address the mission of Albertville City Schools.
10.       Perform other job related duties as assigned.

