

Sacred Hearts Parish

48 South Chestnut Street, Bradford, Massachusetts 01835 • Tel: 978.373.1281 • Fax: 978.374.3043

Job Summary - School Year 2021-22

Start Date: Immediately
Position: School Nurse
Reports to: Susan Downer, Principal
Daily Schedule: 35 hours per week
Hours: 7:30am to 2:30pm Monday through Friday
Follows School Holiday and Vacation Schedules

Position Summary:

Sacred Hearts School seeks an exceptional NURSE for grades Nursery to 8 who is highly qualified, motivated, and knowledgeable to join our school community. Responsible for providing health services to students when they are at school, treating injuries and mild to acute sicknesses, or supporting students with chronic illnesses. Assist with preventive care by educating students on how to avoid communicable diseases and having proper hygiene. This support is be provided, reflective of our Catholic values, to both Sacred Hearts School and the Early Childhood Center.

Responsibilities:

- Provide basic healthcare to students in case of injury or acute illness.
- Develop health plans for students with chronic illnesses and disabilities.
- Provide health education for sixth grade students on their body growth/changes in an informative, nurturing, and supportive manner.
- Educate students and staff on healthy habits, such as proper nutrition and hygiene.
- Detect health problems in early stages through regular screenings.
- Maintain accurate records, including the administering and results of Covid testing, of students' office visits, immunization/health records.
- Perform hearing, vision and other health screenings
- Consult with teachers, school administrators and other school staff regarding student care.
- Consult with Haverhill Board of Health or Head of Nursing when necessary.
- Performs other nursing duties as assigned.

Requirements

- Graduate of a Professional Nursing Program approved by the Massachusetts Board of Registration in Nursing.
- Current license as a Registered Professional Nurse in the Commonwealth of Massachusetts.
- 1 - 3 years' experience in pediatrics, community health or related field.
- Bachelor's Degree in Nursing Required
- Eligibility for Certification in School Nursing by the Massachusetts Department of Education required.
- Proficient in English
- At least 1 year of relevant experience preferred

To Apply:

Please submit your cover letter and resume to sdowner@sacredheartsbradford.org.