



Supplemental Nurse

Reports to: District Nurse

Location: Office at Lower Campus (LC) or depending on specific assignment.

JOB SUMMARY:

Northwest Christian Schools is seeking a dedicated and experienced Certified Nurse to join our team as the Supplemental Nurse. The Supplemental Nurse role offers a dynamic opportunity to support student health and safety within an educational environment. As a vital member of the healthcare team, you will provide coverage for the school nurse as needed. This position requires flexibility, compassion, and strong communication skills to ensure continuity of care and support the well-being of students in the absence or in addition to the regular nurse.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Healthcare Management:

- Utilize the nursing process as directed by the district nurse to deliver care to students; implement and document a plan of care for each student as designed and agreed upon.
- Dispense medication and maintain paperwork as required.
- Assist the District Nurse with administrative tasks related to emergency care plans and documentation.
- Implement student medical/emergency plans.
- Work in cooperation with faculty and staff to promote a medically effective, friendly and caring atmosphere for students and parents.
- Assist in providing health care services for all school sponsored events (field trips, retreats, etc.).
- Perform other nursing duties as assigned.

Emergency Response:

- Respond promptly to medical emergencies on any of the campuses, as available.

QUALIFICATIONS

- Graduate of an accredited nursing program.
- Current RN or LPN licensure with the appropriate State Board.
- Experience in pediatrics preferred.
- CPR and First Aid Certification, required.
- Ability to identify and respond to students' needs.
- Excellent communication and interpersonal skills.
- Must be patient and compassionate.
- High level of integrity.
- Candidates must satisfactorily complete two criminal background checks.

WORK SCHEDULE

- Work as needed, schedule and availability determined upon interview and within absence management system.
- The hourly wage for a substitute nurse is \$21/hour with 2 hours of paid training time with the District Nurse upon interview/acceptance.

Northwest Christian is an equal opportunity employer. The job description does not constitute a written or implied contract of employment. Organization reserves the right to revise or change job duties and responsibilities as the need arises. Requirements are representative of minimum levels of knowledge, skills, and experience required.