



ALBANY LEADERSHIP

CHARTER SCHOOL FOR GIRLS

A 6-12 Academy of Excellence

Position: School Nurse

Work Year: 10-month employee

Reports To: Director of Student Support Services

MISSION

The mission of Albany Leadership Charter School for Girls is to prepare young women to graduate from high school with the academic and leadership skills necessary to succeed in college and the career of their choosing.

Values

College Readiness

Leadership

Empowerment

Accountability

Resolve and Resiliency

Vision

Albany Leadership Charter High School for Girls will be a recognized leader in single-sex secondary education for young women. It will foster a community of scholars dedicated to life-long learning and committed to improving their communities through their pursuit of post-secondary endeavors.

Commitment to Excellence

ALH is a family with the highest of expectations for our daughters, particularly in regards to academic achievement. Our goal is to position our girls so that their senior year can be focused on successfully transitioning to their post-secondary pursuits. If we set the standard, our daughters will rise to the challenge. We emphasize the importance of leadership through scholarship and service. “One leader changes everything” is not just a slogan students hear; it is a belief they are taught to manifest.



All Girls

There are three major advantages for girls who are educated in a single gender school, include: expanded educational opportunity, custom-tailored learning and instruction, and greater autonomy of thought and expression. Single gender schools help to foster an environment where their students think for themselves and take control of their own lives. By eliminating false gender stereotypes, all female schools can liberate and empower their girls to explore various subjects and pursue excellence in all disciplines. It is for these reasons that ALH believes that the opportunity to experience a single-gender education, should be one that is offered freely to any and all girls who would choose it.

SUMMARY: A school nurse provides healthcare for school-aged students within an educational system. He or she handles the daily health issues that occur with students who attend the school.

ESSENTIAL DUTIES AND RESPONSIBILITIES: The following statements of duties and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position.

- Provides emergency first aid services for the students and staff.
- Responsible for scheduling and performing vision, hearing screenings, and scoliosis checks.
- Consults with parents and physicians and dispenses medications as prescribed by the physician.
- Assists students in the administration of inhalation therapy and insulin injections as prescribed.
- Assists the school physician in performing class screening and interscholastic athletics physical examinations.
- Submits accident reports on students and employees and provides follow-up with parents and/or employees.
- Participates as a member of a management team of professionals addressing the issues of health and safety as they relate to students and staff.
- Assists the faculty and staff with the reporting of sexual and physical abuse cases.
- Prepares the health office budget and maintains an inventory of supplies.
- Keeps and maintains complete and accurate health records.
- Good knowledge of the nursing principles and techniques and their relation to medical and surgical practices and skill in their application.
- Skill in the use of nursing techniques and practices.



To perform this job successfully, the School Nurse must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and dispositions required. Reasonable accommodations may be made to enable individuals with less than required attributes or with disabilities to perform the essential functions to expectations.

EDUCATION AND TRAINING: Nurses must have an RN and current CPR/AED training.

EXPERIENCE: Demonstrates proper attitude and experience working with high school girls, preferably within an urban setting. Exhibits quality relationships with staff, students, parents and the broader community.

SKILLS, KNOWLEDGE, DISPOSITIONS: Operating knowledge of and experience with personal computers, word processing and database software. English language skills required. Oral and written fluency in a second language may be preferred or required based on student and parent primary language needs.

CERTIFICATES, LICENSES, & REGISTRATIONS: Nurses must have an RN and current CPR/AED training.

WORK ENVIRONMENT: The noise level in the work environment is usually moderate. Dealing with other adults and students sometimes is in quiet areas and sometimes noisy ones.

MENTAL FUNCTIONS: While performing the duties of this job, the School Nurse is regularly required to use interpersonal skills; frequently required to compare, analyze, communicate, coordinate, instruct, compute, synthesize, evaluate and negotiate.