



Lewis Cass Intermediate School District

Learning for All...Whatever It Takes

61682 Dailey Road
Cassopolis, Michigan 49031-9648
Fax (269)445-2981
Brookside Fax (269) 445-6253
North Pointe Fax (269) 782-7727
Web: //www.lewiscassisd.org

NOTICE OF VACANCY

Lewis Cass Intermediate School District is now accepting applications for the position of:

School Nurse

A. **Qualifications:**

1. Licensed in the State of Michigan as a Licensed Registered Nurse.
2. Experience working with children/young adults with disabilities, preferred.
3. Demonstrated aptitude or competence for assigned responsibilities.

B. **Terms of Employment:**

1. Ten, eleven or twelve month year.
2. Salary and fringe benefits are determined by the board.
3. Regular, In-Person Attendance is an essential job function.

C. **Responsibilities:**

1. Works in a team relationship with assigned teachers and support staff including other school nurses in the county.
2. Makes contact with families to relay medical information.
3. Trains staff in CPR, medication administration, trach care, g-tube care and other medical trainings based on student need.
4. Documents and completes necessary paperwork for medicaid billing.
5. Obtains Doctors' orders for medication and procedures required at school.
6. Works with the Principals at LCISD to obtain necessary training and programming for Sex Education.
7. Obtain documentation for immunizations.
8. Provides oversight for medically related procedures that occur at LCISD such as g-tube care, feeding; suctioning; positioning; vitals; charting per doctor orders; administering and recording medications.
9. Performs medical drills (AED).
10. Is responsible for maintaining documentation and supplies for medical equipment (AED, CPR, Clean up kits).
11. Acts as a classroom substitute in rooms where there are medical needs when needed.
12. Safely manage students who act out physically and verbally towards students and staff according to district procedures.
13. Other duties as assigned.

D. **Special Competencies:**

1. Knowledge of behavioral de-escalation and physical management and seclusion techniques.
2. Knowledge of state guidance regarding physical restraint and seclusion.

E. **Physical Demands and Work Environment:**

While performing the duties of this job, the employee is regularly required to stand, walk, sit, talk, see, and hear. The employee is frequently required to stoop, kneel, crouch, crawl, and reach with hands and arms. The employee may occasionally lift and/or move 60 pounds or more. Occasional travel may be required. Noise levels are typically moderate

Application: Applications will be reviewed upon arrival and should therefore, be submitted as soon as possible. If interested, please apply at www.applitrack.com/lewiscass/onlineapp

Posting Date: 4/9/2018

*Equal Opportunity Employer/Programs
Auxiliary aids and services as well as written publications in alternative accessible format are available upon request to individuals with disabilities.
Michigan Relay Center 1-800-649-3777 (Voice and TDD)*