

Essential Job Functions

- Prepare and oversee the mandatory Department Of Education safety program annually.
- Set-up and direct vision and hearing screenings for day school students.
- Submit vision and hearing screening reports to the state of Indiana.
- Review all students at day school and preschools immunization records and help assist in the completion of any incomplete records.
- Be on call for special or out of the ordinary circumstances as they arise as advisory assistance.
- Provide staff and faculty training for dealing with students with medical issues.
- Manage medication and the process for distribution to students.
- Communicate and train staff, faculty and coaches on food or drug allergies that may arise.
- Report regularly to the principal on specific areas of responsibility delegated to the nurse.
- Other duties assigned.

Technical Requirements

- Board certified graduate of licensed registered nurse program
- Current Indiana nursing license
- Current certificate in CPR/AED
- Carry personal liability insurance
- A member in good standing of St. Peter's Evangelical Lutheran Church (preferred)
- Clear record as determined by a police background check

Spiritual Life

- Ideal candidate evidences a lifestyle that reflects a dynamic relationship with Christ.

General

- Must have a heart focused on ministry, not just a job
- Self-directed and a self-starter. Able to work independently with minimal supervision. Pro-active and dependable.

Hours: The School Nurse position is a part-time, contract position.

Salary: Salary is stipend, in accordance with the unified salary scale of St. Peter's Lutheran Church.

Eligible for sick leave, paid vacation, and paid personal days: No