ST HELENS SD 502
District Nurse (2025-064)

JOB POSTING

Job Details

Title	**District Nurse**
Posting ID	**2025-064**
Description	**THIS POSITION IS TEMPORARY FOR THE REMAINDER OF THE 25/26 SY.**

VIABLE APPLICANT WILL BE A REGISTERED NURSE LICENSED IN OREGON.

Salary listed will be prorated based upon the official number of contracted workdays.

To apply, please fill out the on-line application along with the following:

- **Resume'**
- **Cover Letter**
- **At least 3 current letters of reference**
- **Unofficial transcripts**
- **Copy of licensure**

Summary:

The school nurse provides, coordinates and directs nursing care and services to advance the health, safety and academic success of all students. The district nurse will spend the majority of the work day in schools, formulating individualized health care plans, conducting health assessments and training school staff on emergency medical protocols as outlined in individualized student plans. The school nurse will serve as a liaison between school personnel, family, community and healthcare providers to advocate for student health and safety. Duties will be performed in accordance with standards of professional school nurse practice, district/state board of education policies and procedures and state law regarding nurse practice.

Qualifications:

1. Formulates and implements health care plans for students, collaborating with families and outside medical professions
2. Conducts student health assessments
3. Reviews health conditions in classrooms as needed, assesses care needs, and modifies health protocols or education plans. Consults with physicians and parents to obtain necessary information and communicate findings.
4. Provides consultation in educational settings regarding student or school health needs
5. Record and/or supervise the recording of appropriate health data on student records
6. Maintains accurate, complete, and confidential records as required by law, District policy and regulations
7. Works/Collaborates with students' medical provider to gain access to physician statements and medical (authorized provider) orders
8. Ensure that medical orders are safe, clear, and within the scope of nursing practice.
9. Collaborate with the local and state health authorities regarding communicable diseases
10. Collaborates with District Counseling and Social Worker staff regarding appropriate referrals for students with mental health needs
11. Acts as a liaison between public health, including the School-Based Health program
12. Coordinates District compliance with Oregon Immunization law.
13. Coordinates and supports eye health and vision screening
14. Coordinates the District fluoride program
15. Supports dental health and screening
16. Provides staff training

1. Medication administration
2. First Aid/CPR and AED
3. Communicable Disease Plan
4. Medicaid Administration Claims Training
5. Other related health protocols/procedures on delegated or Unlicensed Assistive Personnel (UAP) tasks

17. Performs direct nursing as needed (e.g. medication administration, tube feeding, seizure management, insulin monitoring/injections etc.)
18. Delegates health-related procedures to staff, supplies appropriate training and supervision in accordance with state standards
19. Supports school(s) health rooms by recommending medical supply purchases at each location
20. Participates in IEP or 504 meetings as necessary
21. Travels to multiple locations throughout the workday
22. Complies with Code of Ethics and Standards for the nursing and teaching profession, which includes maintaining integrity and confidential information relating to student, family and colleagues and relay confidential information only in the course of performing assigned duties
23. Maintains professional skills and expertise by participating in workshops or other continuing education and professional growth opportunities
24. Must have a sincere concern, understanding, and desire to work with youth and adults in the educational setting
25. Maintains regular and consistent attendance and punctuality
26. Other duties as assigned

Essential Functions:

1. Registered Nurse currently licensed in Oregon
   1. Bachelors of Arts or Science from a four year college or university
2. Ability to make decisions independently and to use initiative and judgment in accomplishing tasks following overall policies, goals, and objectives
3. Ability to adhere to the Oregon Department of Education and Oregon Health Authority provisions.
4. Demonstrates computer literacy and operates software programs as related to job responsibilities. (email, google documents, and district electronic systems)
5. State issued valid driver's license
6. Hold CPR and First Aid certifications
7. Prior job related experience in education will be considered but not required

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: *This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.*

Shift Type	**Full Time**
Salary Range	**$63,422.00 - $106,621.00 / Annual**
Location	**District Administration**

Applications Accepted

Start Date	**03/16/2026**

Job Contact

Name	**Lori Thompson**	*Title*	**Director of Special Servic es**
Email	**lorit@sthelens.k12.or.us**	*Phone*	