

Churchill Center & School for Learning Disabilities, a nationally recognized leader in learning disability and dyslexia education, is seeking a dedicated and compassionate School Nurse to join our team. In this role, you will play a vital role in ensuring the health and well-being of our students, fostering a safe and inclusive learning environment.

About Churchill Center and School for Learning Disabilities:

Churchill Center & School for Learning Disabilities is committed to providing a transformative educational experience for students with language-based learning disabilities. We offer a highly individualized curriculum based on the student's needs and employ a team of passionate educators who are experts in their field.

Responsibilities:

- **Student Care:**
 - Administer prescription medications according to doctor's orders
 - Administer over-the-counter (OTC) medications as needed, following school protocols.
 - Assess and treat a variety of injuries and illnesses, including:
 - Concussions/head injuries
 - Falls
 - Minor scrapes, bumps, bruises, swelling
 - Dental issues
 - Bloody noses
 - Stomach aches/indigestion
 - Menstrual cramps
 - Anxiety
 - Track and follow up on sports injuries as they relate to school activities, especially motor skills. Communicate and forward all doctor's notes to gym teachers.
 - Chart medications given and document student visits.
- **Communication and Collaboration:**
 - Communicate with parents regarding student health concerns.
 - Update staff about student health concerns and general health issues in the community.
 - Collaborate with school faculty to address the physical and emotional needs of students.
 - Triage students to the Dean of Students for anxiety/social/emotional concerns.
 - Relay messages to staff and students as appropriate.
 - Communicate with Cintas regarding the Automated External Defibrillator (AED).
- **School Operations:**
 - Answer phone calls, transfer calls, and send calls to voicemail when necessary.
 - Take attendance and distribute it to staff.

- Update first-aid boxes and track needed supplies, submitting orders to the Office Manager.
- Maintain a clean and safe environment in the nurse's office and front desk area.
- Prepare disposable ice packs.
- Assist colleagues within the school community when time allows, including the Office Manager, Kelly's Catering, Development Office, supervisors, and others.
- Fill Monday folders with materials, set them out for pick-up, and notify faculty via email.
- Help students call home for forgotten items.
- Communicate with the Missouri Department of Health and Senior Services regarding immunization records.
- **Safety and Preparedness:**
 - Schedule CPR, Vision & Hearing screenings, and Flu shots annually.
 - Update Crisis Management Team Bags.
 - Assist in running Panic Alarm drills.
 - Help update yearly school materials.
 - Perform assigned morning duties.

Qualifications:

- Valid state license to administer medications (or ability to obtain one).
- Minimum of 1 year of experience in a school nursing setting or relevant pediatric healthcare experience.
- Experience working with students with learning disabilities is a plus.
- Strong assessment, communication, and interpersonal skills.
- Ability to work independently, prioritize tasks, and manage multiple deadlines.
- Compassionate and patient demeanor with a commitment to student success.
- Team player with a collaborative spirit.

To Apply:

Please submit your resume and cover letter to rflavin@churchillstl.org. We are an equal opportunity employer and value diversity at our school. We do not discriminate on the basis of race, religion, ethnicity, age, gender, sexual identity or orientation, national origin, or disability in the administration of our policies, procedures, and programs.