

## 2015 Summer Camp Nurse Job Description



### QUALIFICATIONS:

1. Certified School Nurse (IL type 73 certificate).
2. Current Decatur Public Schools Employee
3. Prior experience in school nursing preferred
4. Ability to work with diverse populations
5. Possess excellent communication and interpersonal skills
6. Prior work with Summer Camps is a plus but not required

### REPORTS TO:

Ed Moyer- Chief Instructional Officer

Ashley Grayned- Extended Learning Coordinator

Camp Administrators

Camp Coordinators

### JOB GOAL:

Responsible for providing students with healthcare and treatment as necessary

### JOB DUTIES:

1. Visit summer school sites regularly each week per schedule
2. Establish medication practices as needed, per SHD Guidelines
3. Establish treatment practices as needed, per SHD Guidelines
4. Provide student health assessment as needed
5. Provide prompt medical attention to injuries and illnesses, as possible
6. Communicate with parents and community agencies as needed. Be available for consultation per cell phone during summer school hours
7. Replenish summer school first aid supplies as needed
8. Update nurse's office materials and supplies as requested
9. Enforce all SHD Guidelines
10. Provide weekly report of activities to Health Coordinator
11. Be available for the Culminating Event
12. Other duties as assigned.