



## POSITIONS AVAILABLE

Nurse

### JOB DESCRIPTION

Kurn Hattin Home and School is a Nurse for children ages 5 through 15 located in Westminister, Vermont on three hundred beautiful acres. We are looking for someone to join our team of caring professionals to administer medications and to work collaboratively with all members of the child services team to support our children and their families. You will play a key role in providing care and health counseling to the children and staff on health issues that could interfere with residential living or effective learning. The evening and per diem nurse shifts provide an opportunity to circulate throughout the campus and the residential cottages, supporting the residential staff and using health services as a means of direct and indirect teaching and learning.

The successful candidate will be an experienced nurse, preferably an RN. Experience in pediatrics or in a residential setting would be helpful.

Please submit a resume along with your cover letter telling us why you would like to become part of our dedicated team.

Please submit your resume to [humanresources@kurnhattin.org](mailto:humanresources@kurnhattin.org)

**Job Title:** Registered Nurse

**Reports to:** Director of Health Services

**Shift:** Evening Shift Monday to Friday 1:00pm to 9:00pm **OR** Per Diem (Various Shift Coverage, Including Weekends)

**Salary:** Evening Shift \$75,000-\$85,000 Per Year **OR** Per Diem \$32.00 Per Hour

### POSITION SUMMARY

The Nurse is an experienced professional Registered Nurse (RN) or Licensed Practical Nurse (LPN) who works with Kurn Hattin personnel protecting and promoting the health of all children. The Nurse will work at the direction of the Director of Health Services. Nursing duties will be performed in accordance with the prescribed standard of practice of the nursing profession in conjunction with Vermont Department of Education Standards of Practice for School Health Services, and Kurn Hattin health service procedures and policies as approved by the consulting physician.

### RESPONSIBILITIES AND DUTIES

1. Administers routine and emergency treatment to Kurn Hattin children who are ill or injured. Examines and makes arrangements for injured or ill children to be referred to a physician, urgent care, or emergency room. Ensures follow up of physician's orders and delivers other care as necessary.
2. Directly administers medications to children. Maintains and inventories medications along with documentation. Keeps all other departments informed of medication changes as prudent.
3. Communicates professionally with parents and physicians regarding medication and current orders.

4. Provides infirmary care for children requiring special treatments or isolation. Participates in the formulation and implementation of policies and procedures for the control of communicable disease at Kurn Hattin.
5. Help to maintain current health records on each child, indicating treatments, physical problems, and current immunizations in accordance with the State of Vermont standards. Help to maintain and organize physical and digital health records for all students.
6. Participate in the process for yearly immunization reporting to the state. Participate in annual health screenings (vision and hearing screening).
7. Provides health counseling to children, staff, and guardians to plan for eliminating or minimizing the health problems that interfere with residential living or effective learning. Provides support in promoting and maintaining the students' awareness of healthy practices, growth, and development.
8. Utilizes afternoon and evening time to circulate the campus and cottages, providing assistance to House Parents when appropriate. Uses health services as a means of direct and/or indirect teaching with possible groups in the afternoons and evenings. Provides assistance to all staff in teaching basic principles of healthful living. Provides continuing health education for staff members.
9. Observes Kurn Hattin for safety hazards and sanitary conditions; reports and recommends changes to responsible persons.
10. In conjunction with the Director of Health Services, participates in the formulation of policies, standards, and objectives of school health services.
11. Functions as a team member with counseling, academic, and residential services.
12. Performs all other related duties and assignments as may be required in order to maintain health and care of the children at Kurn Hattin Home and School for Children.
13. Other duties as assigned.

## **EDUCATION AND QUALIFICATIONS REQUIREMENTS**

- Graduate of an accredited RN or LPN program with a current State of Vermont nursing license.
- Current CPR certification.
- Minimum of two years' experience, preferably in pediatrics or residential nursing.
- Must have a valid driver's license.
- Maintains confidentiality and a high level of ethical behavior.