

WELLESLEY PUBLIC SCHOOLS
Wellesley, MA

Job Description

Title: Paraprofessional Nurse Specialist

Qualifications:

Valid license to practice as a nurse in Massachusetts, if applicable
Completion of a skill set of nursing competencies that correlate to the nursing care required during the school day
Current certification in CPR
Strong communication skills
Ability to advocate for the student
Demonstrated aptitude for work to be performed
Successful completion of a Criminal Record Check (C.O.R.I.), Sexual Offender Record Check (S.O.R.I) and fingerprints
Passion for working with children/students
Basic knowledge of child growth and development
Pediatric experience preferred

Evaluated by: Department Head of Special Education at assigned school with formal written input from Department Head of Nursing Services.

Job Goal: Paraprofessional with a medical/nursing background who will work in collaboration with the school nurse to provide direct care and support for a medically challenged student in a classroom setting.

Work Year: In accordance with the Wellesley Teachers Association Unit C

The medical status of the student will dictate the need for paraprofessional support during extended year services and extracurricular activities.

Salary/Benefits: In accordance with the Wellesley Teachers Association Unit C

Performance Responsibilities:

1. Work under the direction of the school nurse to provide direct care and document interventions.
2. Provide nursing care as identified in the individualized plan of care for the student.
3. Attend to the personal care needs of the student; inclusive of toileting, changing and feeding routines.
4. Assist the student with the computer/technologies and other equipment.

5. Collaboratively work with classroom teachers and other specialists providing service to student.
6. Develop and implement safety plans in case of emergency evacuation.
7. Provide parent(s) with updates/communication, under supervision of school nurse.

Essential Functions of the Job:

1. Maintain a record of regular attendance, arrive and depart at specified contractual times, and notify appropriate personnel when absent.
2. Physical agility and strength to perform job-related tasks appropriate for the age and/or grade level.
3. Ability to complete district approved de-escalation and safety training.
4. Demonstrate and verbalize clinical competence of the nursing procedures required to support the student while in school or attending school sponsored events.
5. Physical ability to transfer student from wheelchair/chair/changing table