SANTA BARBARA
County Education Office
William J. Cirone, Superintendent

Santa Barbara County Education Office
4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-4712 • Direct Dial: 964-4710 plus extension

Service and Leadership • www.sbceo.org

PLEASE POST

ANNOUNCEMENT

LICENSED VOCATIONAL NURSE

ON-CALL SUBSTITUTES - SANTA BARBARA COUNTY

SALARY
$24.92 - $30.87 per hour

APPLY BY
Accepting applications continuously. Apply to Classified Human Resources, Santa Barbara County Education Office, 4400 Cathedral Oaks Road (Post Office Box 6307), Santa Barbara, CA 93160-6307, (805) 964-4711, extension 5212. Applicants must complete an application.

POSITION
Under the direction of an assigned supervisor, perform specialized physical health care services to students; travel to various school sites to perform a wide variety of licensed nursing duties; maintain a healthy and safe environment for students and staff.

REPRESENTATIVE DUTIES
Travel to various school sites within the county and perform a wide variety of nursing duties; assess illnesses and injuries and apply first aid as needed; assess and assist students with seizures; check for head lice, skin abnormalities, and other conditions; obtain vital signs. Provide health support and/or administer student medication. Evaluate basic physical/mental health of students to assess medication efficacy, side effects and adverse reactions. Perform specialized health care procedures for students following an Individual Health Care Plan (IHCP) that has been developed by the school nurse. Specialized care in IHCP may include but is not limited to the following: diabetic testing and administration of medication, catheterizations, tracheotomy care, suctioning, oxygen therapy, vagal nerve stimulation, and administration of rectal diastat. Assist a special education teacher with implementation of physical and orthopedic activities; assist students with development of small muscle coordination, gross and fine motor skills to reach their goals and objectives; assist with student care activities including feeding, toileting, and positioning. As directed by school nurse review student immunization and health records and assist families to assure compliance with immunization laws. Prepare and maintain health records, reports and doctor orders and parental consents related to assigned activities, maintain student cum files and immunization records as needed. Monitor inventory of classroom and medical supplies including first aid and emergency kits, nursing informational flyers and forms; assist in ordering, receiving, and maintaining appropriate inventory levels of supplies as assigned. Assure cleanliness and sanitary conditions of the classroom including medical instruments. Communicate with county office and school personnel and outside organizations to exchange information, refer students, report suspected child abuse, coordinate activities and resolve other health-related issues and concerns. File Suspected Child Abuse Report (SCAR) with Child Welfare Services when appropriate. Maintain a healthy and safe environment for students and staff; provide information to staff, students and parents regarding safety issues, hand-washing practices and other health-related matters and hygiene. Participate in field trips and supervise students in the break areas or bus loading. Perform other job related duties as assigned that support the overall objective of the position.

QUALIFICATIONS:

Education and Experience

High School Diploma or General Education Diploma. Graduation from an accredited Licensed Vocational Nurses Training Program and one year related experience. Previous experience working with special needs students in a school setting is highly desirable. **Licenses/certificates:** Posses a valid California Licensed Vocational Nurse license, CPR Certification, and Red Cross First Aid certificate. Posses a valid California driver license and maintain insurability.

Knowledge

Child/adolescent development and guidance principles related to disabled and/or at-risk youth including family and community involvement. Problems and concerns of disabled and/or at-risk students. Medication management of students. Modern medical terminology, equipment and techniques. Operation of specialized medical equipment, machines, and instruments. Basic diagnostic methods for medical conditions and diseases. Accepted methods and principles of personal hygiene. Specialized health care procedures and crisis intervention techniques. Public health agencies and local health care resources. CPR, first aid, and appropriate activities for the care and disposition of special needs students. Universal precautions in handling blood or body fluids.

Ability

Travel to various school sites within the County of Santa Barbara to perform a wide variety of licensed vocational nursing health care duties. Perform specialized health care procedures; identify and monitor, the physical and mental health of students recognizing when to notify the school/public health nurse of conditions that may require additional intervention. Assist disabled students in areas related to activities of daily functions such as feeding, toileting, exercises and positioning. Establish and maintain cooperative and effective working relationships with others while using interpersonal skills of tact, patience and courtesy. Demonstrate a professional, patient and caring attitude toward students, parents, and staff. Provide health teaching and counseling to students, staff, and parents. Effectively create and maintain records, and accurately compile and complete required reports. Work with frequent interruptions. Observe health and safety regulations and reporting requirements. Communicate effectively both in verbal and written formats. Work independently with directives, and follow established policies and procedures. Maintain confidential student record information.

WORKING CONDITIONS: School setting and local travel from site to site. Must be able to provide your own transportation to work at various sites within Santa Barbara County (travel reimbursed).

An Equal Opportunity/Affirmative Action/Title IX Employer and Tobacco Free Workplace

5-5-11