



Scotfield Christian School staff prayerfully helps students develop academically, spiritually, socially, and emotionally, equipping them to become mature, capable, and responsible Christians who live for the glory of God.

As a ministry of Eastside Community Church, our mission at Scotfield Christian School is to partner with families to provide children with an academically challenging education that is well-balanced, comprehensive, and integrated with Biblical truths within a nurturing, Christ-centered environment. We see Christ in every aspect of life – He is all and is in all – and teach students to view the world with that same lens.

Position: School Nurse

Hired by: Head of School

Responsible to: Head of School

Academic Preparation: Graduate of an accredited professional nursing education program; Valid registered nurse license (RN) from the Texas Board of Nursing; Current automatic external defibrillator (AED) and cardio pulmonary resuscitation (CPR) certificates; 3 years nursing experience preferred

Physical: Requires climbing stairs, standing, sitting, walking, running, bending, reaching chalkboard height, and lifting up to 30 lbs. Use of standard medical equipment including AED.

Position Type: Contracted, exempt employee. Paid on a salaried basis.

What we're looking for:

- Engaged Christ-followers committed to discipling the next generation while ensuring an excellent academic education for all students
- Collaborative, coachable teammates who pursue growth with resilience

As a staff, we are committed to these things:

- We will place Christ at the center of all we do. (Colossians 3:17, 1 Corinthians 10:31)
- We will foster excellence, setting the bar high and expecting great results. We will learn to be resilient in failure and will never give up on one another. (Colossians 3:23)
- We will nurture the whole child - spiritually, academically, socially, and emotionally - as they individually need. (Proverbs 22:6, Luke 2:52)
- We will be unified to collaborate with one another, families, and the church in discipling the next generation. (Ephesians 4:3, 1 Thessalonians 5:11, Philippians 2:2-5)

In this role, you will:

- Administer medications to students, assess student problems, communicate with parents regarding individual students, and ensure appropriate referrals and follow up as needed.
- Secure emergency medical care for students as needed.
- Establish and implement effective procedures for carrying out mandatory screening programs such as vision, hearing, and scoliosis.
- Compile, maintain, and file reports, records, and other documents – including clinic records and confidential student health records such as those for immunization, medication administration, and student treatment.
- Assess and report suspected child abuse.
- Comply with policies established by federal and state laws, Texas Department of Health rule, and all campus routines.
- Maintain professional nursing skills and knowledge as required by the Texas Nurse Practice Act and the Texas Board of Nursing including certification for mandated screenings and Basic Life Support for Healthcare providers (CPR/AED).

Qualifications:

- Graduate of an accredited professional nursing education program
- Valid registered nurse license (RN) from the Texas Board of Nursing
- Current automatic external defibrillator (AED) and cardio pulmonary resuscitation (CPR) certificates
- 3 years nursing experience preferred

It is expected that all SCS staff members will:

- Seek God first and prioritizes the needs of students
- See families as partners, involving them as often as possible.
- Demonstrate the qualities of:
 - Enthusiasm, as a self-starter, encourager, and life-long learner.
 - Professionalism
 - Punctuality and consistency
 - Confidentiality
 - Mastery of the subject material
 - Use research-based, proven pedagogy to positively affect student learning
 - Collaboration with all stakeholders, especially colleagues
 - Flexibility, as a team player and in risk-taking. Resilience & perseverance are expected.
 - Integrity in all personal and professional matters
 - Kindness, sensitivity, and grace with all stakeholders
 - Spiritual Maturity - to lead and disciple the next generation
- Maintain a personal appearance that is attributed to a role model of cleanliness, modesty, and good taste consistent with school expectations.
- Represent the school in a favorable and professional manner at all times.
- Follow Matthew 18 in dealing with conflict with any stakeholder.
- Understand the physical/emotional development of children—particularly at the age level of the children being taught
- Demonstrate effective written & oral communication skills. Respond to parent communication in a timely manner - in person, via email, or on the phone.

Work Schedule:

- **190-day contract:** 180 classroom instructional days plus 10 in-service, professional development, and/or work days.
- **Daily hours:** 30 minutes before instructional day begins (7:45am) until 15 minutes after student dismissal (3:45pm) (Friday staff devotions begin at 7:30am.
- Twice monthly **staff meetings** are on the first and third Wednesday from 3:45 - 4:45pm.
- Attend and participate in required **school functions:** open houses, Christmas program, spring program, graduation, one PTF sponsored social, one PTF sponsored parent education program, and one of the monthly PTF meetings.

*This describes general information about the position, however, should not be considered comprehensive. Scofield Christian School and Eastside Community Church reserve the right to modify job duties or descriptions at any time.

NON-DISCRIMINATORY POLICY

Scofield Christian School and Eastside Community Church are equal opportunity employers and do not discriminate on the basis of age, race, color, sex, national and ethnic origin or any other basis prohibited by law when hiring, promoting, establishing wages, or providing benefits. As a faith-based institution based on biblical principles, Scofield Christian School and Eastside Community Church hire employees who agree with the school's Mission Statement, 10 Foundational Truths and Deeply Held Beliefs, and adhere to biblical standards of conduct.