

## LAKE CENTRAL SCHOOL CORPORATION

8260 Wicker Avenue  
St. John, IN 46373  
365-8507

### SUPPORT SERVICES STAFF

#### **Nurse Coordinator (Registered) .....Lake Central School Corporation**

- Hours: 8.0 hours per day
- Workyear: 185 days
- \$25.00/hour; plus stipend of \$7,100

#### **I. Qualifications:**

- RN License Required

#### **II. Skills:**

- Ability to communicate and work cooperatively with parents, students and staff
- Ability to observe and accurately report observations
- Ability to work independently
- Evaluate each school nurse throughout the school year and submit final evaluation to Central Office.
- Order medical supplies for all schools.
- Complete an inventory at the end of each school year.
- Organize one staff meeting each month.
- Complete state reports concerning immunizations and forward to the State Health Department.
- Act as liaison for school nurses between each building and the Superintendent's office.
- Participate in the hiring and dismissal of school nurses for the school corporation.
- Develop and set up training for permanent and substitute nurses.
- Attends County Board of Health meetings pertaining to school nurses.
- Collaboration with school administration in planning/organizing school health programs.
- Implement all screening programs mandated by Indiana Law.
- Implement non-mandated health programs as approved by the School Board.
- Assess, identify and monitor health needs of students.
- Provide health counseling to students, families and school personnel.
- Committee member of the Lake Central Wellness Program

#### **III. Method of application:**

**Apply online at [www.lcsc.us](http://www.lcsc.us) Administration>Human Resources**

**Type of Position: Nurse>Position applying for: Head Nurse**

#### **Questions may be directed to:**

Mrs. Kathi Tucker, Principal  
Homan Elementary School  
210 E. Joliet St., Schererville, IN 46375  
219-322-4451

*Lake Central School Corporation is an equal opportunity employer which does not discriminate on the basis of race, religion, color, national origin, gender, disability, age, marital status, genetic information or any other legally protected characteristic. Candidates will be screened, interviewed and employed on the basis of personal and professional qualifications and, where applicable, certifiable training, commensurate with the position. Offers of employment are contingent upon the results of personal background checks pursuant to Board Policy.*