

NYACK PUBLIC SCHOOLS

13A Dickinson Avenue
Nyack, New York 10960



Building Bridges for today's students to cross into tomorrow's world with equity, innovation and optimism

Human Resources Bulletin Vacancy

POSTING: #24-098
DATE: February 6, 2024
POSITION: **School Health Aide**

Nyack Public Schools is seeking candidates for a full-time provisional position; 35 hours per week, 10 months, at Nyack Middle School. Candidate must possess minimum qualifications as required by the Rockland County Department of Civil Service (listed below) as well as be a resident of Rockland County. This provisional position will require the candidate to pass the exam and be reachable once a list is established.

DISTINGUISHING FEATURES OF THE CLASS:

This is non-professional work assisting nurses in providing health services to school students. Incumbents assist and monitor students seeking health service, assist physicians and nurses in routine health related screenings and maintain records of pupil health services. The position differs from that of a Registered Professional Nurse (Schools) or School Nurse-Teacher since there is no responsibility for classroom instruction, application of professional nursing skills or guidance of students or parents. The position is closely related to a School Health Clerk but is not significantly involved with clerical processes. Incumbents may also assist in the administration of the compulsory education and related laws pertaining to things such as issuance of working papers, athletic physical examinations and insurance records. The duties are carried out under the direct supervision of School Nurse-Teachers or Registered Professional Nurses (Schools). Supervision of others is not a function of the position. Does related work as required..

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of routine health care techniques and their application in a school setting; working knowledge of office clerical procedures; working knowledge of first aid techniques and skill in their application; ability to make concise oral and written reports concerning health office activities and findings; ability to keep accurate records; ability to follow detailed oral and written instructions; ability to establish and maintain comfortable working relationships with students and others.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma, completion of an approved basic first aid course* and, either:

1. One (1) year of experience assisting in office work and patient-contact services in a health facility, clinic, physician's office or similar setting; or
2. Possession of a license to practice as a Licensed Practical Nurse or Registered Nurse or possession of an Emergency Medical Technician Certificate.

*NOTE: Completion of an approved basic first aid course is not a mandatory requirement for original appointment. However, if not done prior to appointment, such course must be completed during the probationary period.

THIS IS A FULL TIME/ BENEFITS ELIGIBLE POSITION WITH A SALARY RANGE OF \$16.81- \$18.55 PER HOUR (COMMENSURATE ON EXPERIENCE)

Graduation from high school or possession of an equivalency diploma, completion of an approved basic first aid course* and, either:

TO APPLY: Online at <https://olasjobs.org>
Nyack Public School District positions are posted in the Lower-Hudson Valley Region

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