ST. JOHN'S PREP

**School Nurse: Substitute Position**

St. John's Prep is an inclusive, Catholic, Xaverian Brothers Sponsored School for young men in grades 6 through 12. Founded on the Xaverian values of compassion, humility, simplicity, trust and zeal, we educate students to be, do and stand for good in the world. We enroll 1,500 students from more than 60 communities.

**St. John's Preparatory School**
72 Spring Street
Danvers,
Massachusetts
01923

St. John's seeks a substitute school nurse for the School Health Office, which is staffed by three nurses: one in the Middle School and two in the High School. The substitute school nurse will cover for the regular school nurses, as needed, in either the Middle School or the High School. This position requires being on-call when needed.

Skills necessary include:

- Candidates must be licensed as a Registered Nurse in the Commonwealth of Massachusetts with experience working with young adults
- Bachelor's degree and a minimum of two years experience required, preferably in a school health office
- Ability to originate, update, and/or monitor health care, maintain records, and implement the coordinated school health program and Standing Orders
- Current CPR and First Aid certifications
- Strong interpersonal skills to work effectively with a diverse group of people including students, parents, and faculty. Calm and helpful manner with all constituencies; friendly and approachable style
- Computer literacy
- Documentation and record keeping knowledge and follow-through
- Excellent written and oral communication skills; good listener

All members of the faculty & staff are expected to give witness to the mission of St. John's, as well as to our identity as an inclusive, Catholic, Xaverian Brothers Sponsored School. In addition to regular faculty and staff responsibilities, St. John's encourages all members of the faculty to be involved in the life of the school beyond the classroom.

Interested candidates are asked to send a cover letter and résumé to Tracii Schaeublin tschaeublin@stjohnsprep.org.

*Posted September 2018*