



CITY OF MIDDLETOWN
VACANCY ANNOUNCEMENT

POSITION TITLE: SCHOOL HEALTH SUPERVISOR

SALARY RANGE: Start: \$27.03 - \$39.99 (max.) per hour – 40 hours per week

The City of Middletown is accepting applications for the position of School Health Supervisor. This position is located in the **Middletown Public Schools**. Completed City of Middletown *Application for Employment* forms will be accepted **until a sufficient amount of applications is received.** Complete job description and application forms may be obtained in the Human Resources Division, Room 206, Middletown Municipal Building, 245 deKoven Drive, Middletown, Connecticut 06457; or, applications can be printed from our website at www.Middletownct.gov. Click on *Employment*. (Faxed or e-mailed applications are not accepted.)

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS: This position requires a Master's degree in nursing, public health or health education, a baccalaureate degree in nursing with five (5) years of current school nursing experience, current Connecticut RN license and CPR certification, a valid driver's license, and prior experience working with children with complex medical needs (within the past two years) in a health care educational setting. Current experience should include working in a school nursing leadership position and must be able to demonstrate the ability to communicate and collaborate with trans-disciplinary and inter—disciplinary teams. (**Copy of required license must be attached to application**)

Successful applicants must be able to demonstrate that they meet the above listed training and experience requirements, as stated on the application form, or application may be rejected.

POSITION PURPOSE: Under the direction of the Director of Pupil Services and Special Education, responsible for the planning, coordination, implementation and evaluation of the Middletown School Health Services Program. This position will provide leadership for school nurses in the delivery of student health services and the promotion of wellness initiatives.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Examples of): Plan school health services program collaboratively with the School Medical Advisor and school administrators; Develop policies, regulations and procedures for a comprehensive school health services program; Coordinates the school health services program; Participate in district health/wellness initiatives, such as district Central Safety Committee, Wellness Committee, School-Based Health Center Advisory Committee and other appropriate committees; Coordinate the activities of the school health services staff; Prepares the health services department budget; Complete and submit required state and federal documents and reports; Plan and conduct professional development programs for school nurses, school personnel, parents and community groups; promote the integration of school-based health center services; Develop, implement and evaluate a comprehensive sports medicine program together with the athletic Director, the School Medical Advisor, Athletic Trainer and other personnel; Communicate and collaborate with the inter-disciplinary Preschool Assessment team regarding the delivery of health services for preschool students; Provide consultation to the local Board of Education and school administrators related to school health services and current health issues; and, Performs other related work, as required.

The City of Middletown provides reasonable accommodation to persons with disabilities in accordance with the American with Disabilities Act (ADA). If you need accommodation in the application or testing process, please contact the Human Resources Department prior to the application closing date or the testing date, whichever is applicable.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

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