



**COLE VALLEY**  
CHRISTIAN SCHOOLS

## **Nurse**

### **Middle and High School Campus**

Our Mission: Partnering with Christian families to shepherd and challenge students toward their individual potential to impact the world for Jesus Christ.

Cole Valley Christian is seeking God's wisdom in finding a dynamic, spiritually gifted individual with a love for the Lord Jesus, and a desire to serve Him as part of a unified Christian school faculty and staff that revels in the opportunity to share God's Truth in all we teach and do. We desire to strive for the excellence that God calls us to in preparing our students to impact the world for Christ. Therefore, we are seeking someone who first and foremost has a strong relationship with Christ that is evidenced in all aspects of their life.

#### **Job Duties and Responsibilities:**

- Establishes, oversees, and maintains current Standards of Practice according to the Idaho Department of Education and Idaho Board of Nursing.
- Maintains the Health Services Manual and works with Administration to ensure all health-related school policies are current and compliant with relevant regulations.
- Sends communication to families regarding health issues that concern students and families.
- Coordinates with Administration to communicate with local health authorities to keep current on community health issues.
- Standardizes all forms utilized by CVCS, assuring consistency between campuses.
- Orders and maintains medical supplies.
- Oversees and submits annual Immunization Report to IRIS
- Oversees contact between families and CVCS regarding required medical paperwork and student health care plans.
- Serves as the primary contact for any health-related student concerns.
- Oversees the scheduling of annual student and/or staff medical screenings (scoliosis, mammography, etc.)
- Oversees, schedules, and maintains staff CPR/AED/First Aid compliance and trainings.
- Manages electronic health record system.
- Oversees and provides medical personnel for school sponsored events/trips:
  - Attends retreats, including overnight retreats
  - Trains staff on expectations for every event
  - Reviews all necessary student health care plans with staff
  - Equips staff with medical records for field trips and travel
  - Ensures First Aid kits are supplied for events/trips when necessary

**Qualifications:**

- A testimony of faith in Jesus Christ.
- Desire to invest in and disciple students in their relationship with the Lord.
- Demonstrated ability to work in unity as part of a team, serving others.
- Strong communication skills.
- Highly organized and detail oriented.

**Education:**

- Associate or Bachelor's degree from an accredited college or university or equivalent experience
- State of Idaho LPN or RN License preferred

**Job Data:**

- Hours: Part-time, 20-24 hours per week.
- Location: Middle and High School Campus
- Salary: Starts at \$18.89 per hour. Actual salary is dependent on experience and education.
- Benefits:
  - Not eligible for health insurance.
  - Paid time off: 24 hours personal time off, 24 hours of sick time off and 3 bereavement days per year.
- Tuition Discount: 25% discount on tuition. Does not include fees.
- Starting Date: **August 2024**

**To apply, please submit the following:**

- Cover letter
- Resume
- Completed Staff Professional employment application. The application is located on our website at [CVCS Applications](#).

Send all application materials to Tabitha Epler, Human Resource Manager, [hr@cvcsonline.org](mailto:hr@cvcsonline.org), or 200 E. Carlton Avenue, Meridian, ID 83642.

4/2/2024