

HANCOCK COUNTY SCHOOLS
NEW CUMBERLAND, WEST VIRGINIA

POSITION: Substitute School Nurse

GENERAL JOB DESCRIPTION: The day to day substitute school nurse may serve as a substitute school nurse when requested by the superintendent or the superintendent's designee.

QUALIFICATIONS: BSN degree preferred and license to practice as a registered nurse in the state of West Virginia.

FUNCTIONS AND RESPONSIBILITIES:

The substitute school nurse agrees to perform all the duties of said position and employment and agrees to observe and enforce the rules and regulations lawfully prescribed by school authorities insofar as such rules and regulations may be applicable.

The appointment as a day-to-day substitute school nurse carries no assurance that any stipulated number of days of employment shall be provided.

All substitutes are required to dress appropriately according to job responsibilities. Blue jeans and casual dress are inappropriate.

Working hours are determined by the regular hours of the assigned position for that day.

Prior to being recommended as a substitute school nurse, the applicant will be required to receive training on the substitute call-out system. Fingerprinting may also be required.