



Sisters School District

"Home of the Outlaws"

Position Title: Permanent, Full-time School Nurse at Sisters Elementary School

Date Posted: **Internal:** August 4, 2026, **External:** August 5, 2026

Date Position Closes: Open Until Filled

Date Available: September 28, 2026

Reports to: Building Administrator and Director of Student Services

Position Summary: Sisters School District is seeking a dedicated and compassionate **Permanent, Full-time, 1.0 FTE School Nurse** to serve students at Sisters Elementary School. Reporting to the Building Principal, this position works under the guidance of the Lead School Nurse and the Director of Student Services to support the health and well-being of students.

The School Nurse coordinates and delivers a school health program including the delivery of services to students and staff members in order to enhance health and wellness in the school community. Duties are performed in accordance with standards of professional school nurse practice, district/state board of education policies and procedures and state law regarding nurse practice.

Work Attitudes: The successful applicant should be a well-organized, detail-oriented, compassionate individual with high integrity who shares the love of working with our students.

Essential Duties and Responsibilities:

Essential duties of this position include the following. Employees in this position perform some or all of the following tasks. Other duties may be assigned.

- Provide professional nursing services, first aid, illness, and emergency care to students and staff in response to the nursing assessment, and in accordance with professional standards, school policy and procedures, and state and local mandates.
- Check students who are referred by parents or staff, or who refer themselves for health-related issues.
- Administer medication with appropriate documentation.
- Make appropriate follow-up contacts with parents or others.
- Serve as liaison between parents, school, and community resource providers in interpreting the results of screening and other health problems.
- Provides consultation, nursing assessments, direct services and delegate's health care.
- Record and/or supervise recording of appropriate health data on student records to assure compliance with state mandates including immunizations, physical examinations, and medical conditions.



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- Upholds professional standards and law pertaining to health and/or nursing care and district policies.
- Makes appropriate assessments and referrals for suspected abuse/neglect as a mandated reporter.
- Serves as a liaison between physicians, families, and community health care services and agencies to enhance the quality and continuity of health care for all students.
- Assist staff members, students, and parents in finding resource materials in health instruction.
- Serve as a resource person to the school staff in first aid procedures.
- Evaluate, stock, and maintain individual school first aid supplies and bloodborne pathogens kits.
- Maintains professional skills and expertise by participating in workshops and other continuing education and professional growth opportunities.

Qualifications:

- Must have a bachelor's degree.
- Two (2) years of Nursing Experience Preferred or a combination of education and experience will be considered on a case-by-case basis.
- Must have a valid Oregon State Board of Nursing License.
- Oregon License through TSPC with a Professional School Nurse Endorsement (preferred).
- Excellent communication skills with students, staff, parents and community.

Physical Abilities:

The physical abilities described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

While performing the duties of this position, the employee is regularly required to communicate effectively by talking and hearing. The employee frequently walks, stands, sits, reaches with hands and arms, and uses hands for fine motor tasks such as administering medications, performing health assessments, operating medical equipment, and maintaining accurate records. Frequent bending, stooping, kneeling, crouching, and occasional crawling may be required when assisting students or responding to emergencies. The employee must regularly lift and/or move up to 25 pounds and occasionally up to 50 pounds, including assisting students as necessary. Specific vision abilities include close, distance, and peripheral vision, depth perception, and the ability to adjust focus.

This position requires the ability to respond quickly to student health concerns and medical emergencies throughout the school campus. The employee must be able to assist students with mobility or positioning, provide emergency first aid and CPR, and participate in emergency response and evacuation procedures when needed. The work environment includes regular interaction with children and may involve exposure to bloodborne pathogens, communicable



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diseases, bodily fluids, and other health-related hazards. The employee is expected to consistently follow infection control practices, universal precautions, and all applicable health and safety protocols.

Salary: \$50,442.00 - \$93,222.00 annually (2026 – 2027 certified salary schedule). Based upon education, training and prior work experience. Excellent benefits package and Employer-paid PERS is provided for qualified team members.

Contract Days: 190 days.

Submission Details:

Submit your Talented Recruit & Hire Application, Cover Letter, Resume, Official School Transcripts and Three (3) letters of recommendation on Talented Recruit and Hire @ : <https://sisters.schoolspring.com/> (Link on webpage).

Contact: The HR Department for any questions regarding this position at: 541 549-8521 #5021.

Notice of Nondiscrimination

The Sisters School District is committed to equal opportunity and does not discriminate on the basis of race¹, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, disability, age, marital status, veteran status, or any other protected status in our programs and activities.

[1] Includes discriminatory use of Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).