

DELANO UNION SCHOOL DISTRICT

PROGRAM SPECIALIST - HEALTH SERVICES

JOB SUMMARY:

Under the direction of the Director of Health Services, assists and supports district staff in implementing and promoting coordinated school health programs to strengthen and facilitate the educational process. Supports the Promise 180 attendance initiative and the District's Vision, and Mission in accordance with the District Local Education Plan, Local Control Accountability Plan and policies.

WORKDAYS: 196

REQUIRED QUALIFICATIONS:

1. Licensure/Credential: Current California Licensed Registered Nurse;
Valid California Health Services Credential

2. Education: Bachelor's degree in Nursing (BA or BS) from an accredited college
or university.

3. Experience: Three years of experience as a credentialed school nurse;
experience working with community based agencies.

4. Personal Qualities: Demonstrated interpersonal and organizational skills;
demonstrated leadership ability and the capacity to work successfully as part of
a team; demonstrated commitment to positive, collaborative relationships with
students, staff, parents and community; demonstrated ability to engage in health
monitoring and intervention in a professional, respectful, and confident manner;
demonstrated commitment to student health and wellness.

ESSENTIAL FUNCTIONS OF THIS POSITION:

- A. Provide leadership in School Nursing Practice Framework and assists with various health programs and initiatives. Serve as the District's Vaccine for Children Coordinator (VFC) with the state of California and comply with all monitoring and reporting requirements. Stay current with vaccine guidelines and promote the highest standards of care.
- B. Serve as a liaison to outside agencies and community organizations to promote collaborative participation in the coordinated school health process.
- C. Facilitate transition of newly hired school nurses into the school environment including information on relationship between Education Code, Health and safety Code, and Nurse Practice Act and performance responsibilities.
- D. Assist with staff professional development for the California Healthy Youth act to provide every 7th Grade student with the knowledge and skills necessary to protect their sexual and reproductive health from unintended pregnancy, human immunodeficiency virus (HIV), and sexually transmitted infections (STI's).
- E. Assist in identifying, developing, implementing and evaluating programs and services to meet the needs of students, staff, and families and support the educational process.
- F. Assist with the Delano Community Connections Center and family/community resource center activities including after hours if needed
- G. Perform routine school nurse responsibilities.
- H. Assist in and facilitate development, promotion, implementation, and dissemination of information on coordinated school health programs and services.
- I. Provide training (CPR, Narcan, Epi-Pen, anti-seizure medication, etc.), in-servicing, and supporting paraprofessionals, clerks, and other staff as assigned.
- J. Assist in oversight, training, implementation, and monitoring of Medi-Cal activities: LEA Medi-Cal, Medi-Cal Administrative Activities, and Targeted Case Management.
- K. Adhere to National Association of School Nurse and California School Nurse Organization code of ethics and standards, California Business and Profession Codes, California Education Code and the California Nurse Practice Act.
- L. Perform other duties as assigned.

Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements. Place the applicable number from the chart below that best indicates what percentage of time is spent on each of the following essential physical requirements. The categories refer to the overall requirements on an annual basis:

- | | |
|---------------------------|--------------------------------|
| 1. Seldom = Less than 25% | 3. Often = 51.75 |
| 2. Occasional = 25 - 50% | 4. Very Frequent = 76% & above |

- 3 a. Ability to work at a desk, conference table or in meetings of various configurations.
- 3 b. Ability to stand and circulate for extended periods of time.
- 2 c. Ability to see for purposes of reading laws and codes, rules and policies and other printed matter and observing students.
- 3 d. Ability to hear and understand speech at normal levels.
- 3 e. Ability to communicate so others will be able to clearly understand a normal conversation.
- 2 f. Ability to bend and twist, stoop and kneel, crawl, push, pull.
- 1 g. Ability to lift 50 lbs.
- 1 h. Ability to carry 50 lbs.
- 2 i. Ability to reach in all directions.

OTHER RELATED FUNCTIONS OF THIS POSITION:

- 1. Participates in appropriate meetings involving administration, psychologists, paraprofessionals, and other school staff.
- 2. Gives, understands, and carries out oral and written directions; works effectively under stress and in changing conditions.
- 3. Effectively operates the student information computer software.

4. Prioritizes and schedules work.
5. Maintains and establishes appropriate confidentiality of materials.
6. Meets timelines and schedules.

Employee: _____ Date: _____

Authorized Representative: _____ Date: _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of their responsibilities, duties and skills required of personnel so classified.

Board Approved: August 11, 2025