



MIDLAKES DISTRICT OFFICE

PHELPS CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

1490 State Route 488 Clifton Springs, NY 14432

CONTINUOUS - JOB POSTING

POSTING DATE: October 1, 2021
POSITION: Licensed Nurse (RN or LPN) Substitute (7.25 hours per day)
SALARY: \$100.00 per day

CLASSIFICATION REQUIREMENTS:

- Licensed RN or LPN within New York State
- Proof of Child Abuse Reporting coursework or qualify for an exemption
- Proof of Infectious Control coursework or qualify for an exemption
- Must meet Civil Service requirements
- Fingerprint Clearance

GENERAL JOB DESCRIPTION:

- Provision of health services to students with acute or chronic health problems;
- Maintenance of confidential health records for students and staff;
- Oversees the emotional, mental, physical, and social health of students under a variety of school circumstances;
- Conducts screenings and written referrals for health services;
- Educate students and staff on healthy habits, such as proper nutrition and hygiene;
- Demonstrated ability to handle medical emergencies;
- Ensure compliance with national and local health laws;
- Work collaboratively with administration, staff, families, and students.

APPLICATION PROCEDURE: Complete a Phelps Clifton Springs CSD application via the [Job Board](#)
AND
Apply online on the Ontario County Civil Service Employment Portal, <https://ontario-portal.mycivilservice.com/jobopps>

APPLICATION DEADLINE: Applications will be accepted continuously throughout the 2021-2022 school year.

The classification requirements and general job description are presented herein only for illustrative purposes and do not reflect the entirety of the classification requirements and job description required for the position.

The Phelps-Clifton Springs Central School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Michele Robinette, compliance officer/coordinator, at mrobinette@midlakes.org. Mrs. Robinette can also be reached at 315-548-6475 or via mail at the District Office: 1495 State Route 488, Clifton Springs, New York, 14432. Inquiries concerning the application of the Phelps-Clifton Springs Central School District non-discrimination policies may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, telephone (646) 428-3800 (voice) or (800) 877-8339 (TTY).