



Circle of Friends School  
P.O. Box 2811 • Eugene, Oregon 97402  
[www.circleoffriendsschool.org](http://www.circleoffriendsschool.org)  
501(c)(3) Tax ID #: 84-4434766

## Circle of Friends School Nurse Job Description

**POSITION PURPOSE:** We are looking for passionate Registered Nurses to join our nursing team to provide health related training to Circle of Friends School staff, develop initial student health management plans that support the medical needs, which may include delegating non-licensed staff so that youth can attend recreational monthly or week long day camps.

### ESSENTIAL JOB FUNCTIONS:

1. To assess the health needs of referred students by: Determining the extent of the health assessment required through record review and parent consultation. Obtaining a health history from medical records and student/parent interviews. Obtaining current medical information and orders from the student's health care provider.
2. To facilitate health services for identified students by: Developing a Student Health Management Plan (SHMP) and providing a summary of health information including recommendations for the school program which includes a nursing care plan, emergency plans, delegation or assignment to non-licensed CoF staff, which may include teaching staff to observe and report signs of identified concern to the R. N. Consulting with health care providers/parents to modify medical treatment and nursing management as needed.
3. To provide annual and ongoing training to Circle of Friends staff members in special health related topics that include but are not limited to support to individuals with first aid, seizures, bloodborne pathogens, communicable diseases, medication handling/management, safe feeding guidelines, g-tube feeding equipment, safety around daily care routines with students, and other health related training as assigned.
4. To be available for limited nursing consultation during Circle of Friends School monthly events & day camps in the event of any questions or concerns related to established student health management plans, emergency plans, or delegations or assignments to CoF staff, if necessary.

### KNOWLEDGE, SKILLS AND ABILITIES:

Willingness to work a flexible schedule.

Willingness to become knowledgeable in word processing.

Demonstrated effective communication, leadership and time management skills.

Valid driver's license and vehicle available for use.

*Circle of Friends was founded on one simple concept: youth with severe impairments and challenges are just like anyone else – they deserve opportunities. Through resources, support, training, and a community built on compassion, we're here to break the cycle of isolation for these individuals and the people who love them.*



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**EDUCATION AND EXPERIENCE:**

Valid Oregon license to practice as a Registered Nurse and minimum of two year's experience within the last four years working in a school/clinical setting with children who have chronic or technology supported health problems.

Desire: Knowledge of Lane County community resources

Salary Range \$65.00-\$75.00/hour

Annual Shift Type: Part time/Per Diem

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