



BISHOP ANSTEY HIGH SCHOOL EAST & TRINITY COLLEGE EAST

EMPLOYMENT OPPORTUNITY

SCHOOL NURSE

1. POSITION OBJECTIVE

The School Nurse promotes health of students and staff by providing physical and psychological support in a compassionate environment.

2. KEY ACCOUNTABILITIES

- ❖ Plans a long-term school health programme in collaboration with school administration
- ❖ Provides day-to-day health management for the school
- ❖ Assures the quality of student health care by observing therapeutic standards
- ❖ Refer students requiring additional or specialist intervention to a medical practitioner or health institution
- ❖ Maintains electronic health records of students with cardiac, renal, diabetic hypertensive or epileptic conditions
- ❖ Maintain paper records of other students treated for minor illness or injury
- ❖ Counsels students, and staff, and on good health habits
- ❖ Educate student, staff and parent on good health habits
- ❖ Preserves the confidentiality of the processes
- ❖ Maintain a safe and sanitary working environment
- ❖ Access\research relevant health information that contributes to the implementation of information, awareness, and health education of students and institution's population.
- ❖ Maintains, evaluates, and interprets health data to accommodate the individual needs of students and workforce
- ❖ Acts as resource for students and wider school community
- ❖ Assists with budgeting
- ❖ Assists with purchasing, stocking and replenishing items.
- ❖ Assists with accessing/ locating, stock supplies and equipment
- ❖ Attends OSH Committee meetings and gives advice as necessary
- ❖ Attends the Cafeteria Management Committee and gives appropriate advice

3. THE CANDIDATE

Essential Qualifications and Attributes

- ❖ Registered Nurse licensed to practice in Trinidad & Tobago
- ❖ Minimum 10 years as a registered nurse
- ❖ Professional interaction with adolescents
- ❖ Experience of community nursing
- ❖ Experience in counselling
- ❖ Proficiency in Microsoft applications
- ❖ Mental Health experience will be an asset

4. FURTHER INFORMATION

Interested persons are asked to submit their applications to
hr@batce.edu.tt

CLOSING DATE FOR RECEIPT OF APPLICATIONS – July 27, 2024

We thank all applicants for their interest but wish to advise that unsuitable applications will not be acknowledged.