



OFFICE of HUMAN RESOURCES

5572 Princeton Road
Liberty Twp., OH 45011-9726
Office: 513-644-1193 Fax: 513-644-1182
www.lakotaonline.com

Position: REGISTERED NURSE

Department: Pupil Services

Fair Labor Standards Act Status: Nonexempt (Hourly)

Reports to: Manager of Health Care Services

Contract: 184 days

District Overview

Lakota Local School District is a vibrant and dynamic educational community, serving over 18,000 students. Everything WE do is designed to provide a future-ready, student-centered learning experience for every single child.

Summary

The **REGISTERED NURSE** provides professional nursing services to support the health, safety, and well-being of students and staff within assigned school buildings. This role delivers clinical care, health monitoring, and emergency response while collaborating with families, administrators, and district personnel.

Minimum Qualifications

- Current Ohio Registered Nurse (RN) license.
- Demonstrated knowledge of school health services, child health, and emergency response.
- Ability to communicate effectively with students, families, and staff.
- Valid driver's license.

Key Responsibilities

Student Health Services & Clinical Care

- Provide first aid and nursing care to ill or injured students and staff.
- Assess student health needs and determine appropriate responses, including when a student should return to class, be sent home, or require emergency services.
- Dispense and monitor medications in accordance with district policy and state law.
- Health Screening, Prevention & Compliance.
- Conduct health screenings (vision, hearing) in coordination with the Manager of Health Services.



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- Follow up on communicable disease situations and support disease prevention efforts.
- Maintain accurate student health, immunization, and medical records in compliance with legal requirements.

Collaboration, Communication & Family Engagement

- Communicate effectively with parents/guardians regarding student health concerns.
- Establish and maintain positive working relationships with administrators, teachers, and district staff.
- Provide training and guidance to designated school personnel administering medications.

Professional Practice & Documentation

- Maintain detailed documentation, health reports, and records.
- Participate in meetings, committees, and professional development activities as required.
- Demonstrate flexibility, reliability, and professional judgment in all duties.

Knowledge, Skills, and Abilities

- Knowledge of nursing standards, school health procedures, and emergency protocols.
- Skill in assessing health situations and responding appropriately.
- Ability to communicate clearly and professionally in written and oral formats.
- Ability to maintain strict confidentiality, exercise sound judgment, and work effectively with diverse stakeholders.
- Ability to provide world-class customer service, answer emails promptly, and complete Safe Schools training in a timely manner.

Working Conditions

- Work is performed in a school/office environment.
- Ability to lift, push, or pull up to 20 pounds.
- Ability to move quickly throughout the building, including bending, kneeling, and responding to emergencies.
- Exposure to difficult, challenging, and confrontational individuals.
- Potential exposure to bloodborne pathogens.
- May require travel between buildings and occasional evening work.



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This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee. The employee will be required to follow the instructions and perform the reasonable duties required by the employee's supervisor and/or appointing authority.

Lakota Local School District is an Equal Opportunity Employer

Board Approved: March 23rd, 2026.