

EMPLOYMENT BULLETIN

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In compliance with Policy DC, you are requested to place this announcement on the bulletin board.

**SUBSTITUTE REGISTERED NURSES  
HEALTH SERVICES DEPARTMENT**

**MINIMUM QUALIFICATIONS:**

- Valid Registered Nurse License to Practice Professional Nursing in Texas from the State Board of Nurse Examiners (RN & BSN)
- Certification by the Texas Department of Health to administer Hearing and Vision Screening Examinations
- Current Cardiopulmonary Resuscitation (CPR) Certification by the American Heart Association
- Valid Texas Drivers License with driving record that meets the requirements of the District

**MAJOR PERFORMANCE RESPONSIBILITIES:**

- Provides services and assists in the effective implementation of Health Service's programs in an assignment that is subject to change based upon need
- Works collaboratively with Health Services and the school nurse regularly assigned to a campus
- Provides emergency and/or acute care for specific students as directed
- Manages the activities/care needs of a school in the absence of the regularly assigned nurse
- Recognizes the objectives of Health Services at elementary and secondary levels
- Maintains appropriate documentation; prepares and submits all required reports according to state guidelines and district policy
- Assesses and identifies student health status and needs, both chronic and emergency and makes appropriate referrals utilizing knowledge base and strategies applicable to the student
- Monitors and provides direct services and care to students, i.e. establishing safe medication system and triaging accidents and emergencies and being accountable for all care and services provided
- Possesses the ability to maintain composure and make accurate decisions quickly under emergency situations
- Possesses ability to handle multiple tasks simultaneously with constant interruptions
- Performs additional duties and accepts other responsibilities as may be assigned

**TERMS OF EMPLOYMENT:**

**SALARY:** \$85 PER DAY **PAY GRADE:** N/A **WORK SCHEDULE:** N/A

Interested persons should submit a letter of intent with a résumé to: North East ISD Human Resources Department, 8961 Tesoro Dr., Suite 200, San Antonio, TX 78217, or email the information to [employment@neisd.net](mailto:employment@neisd.net). Those who are not district employees must complete an online application at [www.neisd.net](http://www.neisd.net) before submitting the letter of intent and résumé. Only those persons meeting the minimum qualifications will be considered. Not all applicants will be interviewed.

This Position Remains Open Until Filled  
AN EQUAL OPPORTUNITY EMPLOYER