

**OFFICE OF MARY C. BARLOW  
KERN COUNTY SUPERINTENDENT OF SCHOOLS  
NURSE – EDUCATIONAL ASSESSMENT SERVICE**

Certificated Job Description

**IMMEDIATE SUPERVISOR:**

Director, Special Education

**ESSENTIAL FUNCTIONS:**

1. Gather background and current health data from parents/child for purposes of ascertaining the impact of health in academic and behavioral functioning.
2. Administer appropriate health screening tests to provide information concerning sensory strengths and weaknesses.
3. Work directly with members of a diagnostic team in evaluating students for special education programs and services.
4. Observe students in the classroom to appraise the effects of medication and/or health conditions, which may interfere with learning.
5. Interpret test findings to parents and teachers and discuss developmental-remedial-corrective procedures.
6. Serve as a liaison with program nurses and health-related agencies in the community.
7. Assist in preparing educational goals and objectives for children with exceptional needs.
8. Act as chairperson of Individualized Education Program Team meetings as appropriate and requested.
9. Perform other duties related to position.

**MINIMUM QUALIFICATIONS:**

- A. Personal Qualifications:
  1. Ability to express oneself effectively in public, in conferences, and in written materials.
  2. Ability to work harmoniously and effectively with parents and staff.
  3. Must possess a private vehicle, valid California Driver's license and carry current automobile insurance with at least minimum coverage for public liability and property damage.
  4. Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

B. Professional Qualifications:

1. Appropriate background with which to establish a good foundation for working with pupils, teachers and school administrators.
2. Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

**TRAINING AND/OR CREDENTIALS**

A. Education:

1. Services credential with specialization in health to serve as a School Nurse.

B. Experience:

1. At least three years of successful professional nursing experience in public schools or public health.

TS: gs

8/24/15

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