Summit Montessori School

School Nurse, Full Time

Summit Montessori School seeks an experienced School Nurse for a full-time position beginning August 26, 2024. This is a 2024-25 academic year position, Monday through Friday from 8 am-3 pm; additional part time summer hours may be included.

The School Nurse is required to have a Bachelor’s degree in nursing and an active Massachusetts RN license. Current CPR/AED/First Aid certifications are required; certification as an AHA or ARC CPR/First Aid Instructor is preferred. Experience with diabetes type 1 management, or willingness to train, is required.

The School Nurse is responsible for providing health care as needed to children ages eighteen months through twelve years, as well as adult staff. The School Nurse leads the School health and wellness programs throughout the school community. In addition, the School Nurse teaches Health Education, developing a curriculum in consultation with the Head of School and faculty.

Duties of the School Nurse include:

* Injury, illness, and first aid assessment and treatment for students and employees
* Lead school wellness and health initiatives
* Train faculty and staff in CPR, First Aid, Epi-pen, and defibrillator training
* Monitor compliance with state immunization guidelines
* Maintain student and employee health records based on Massachusetts Department of Public Health guidelines
* Maintain medical records on the specialized school database (SNAP)
* Prepare, file, and maintain accident reports
* Participate as a member of the Emergency Planning Committee
* Provide leadership of the School’s Health Committee
* Work collaboratively with the school’s consulting physician
* Relay health and safety information to staff
* Work with staff to minimize safety and health risks
* Maintain first aid kits
* Maintain student allergy and medical information files kept in each classroom
* Prepare first aid kits and medicines to be taken on field trips
* Develop health education curriculum in consultation with the Head of School and faculty

Summit Montessori is 28-year-old school located on a wooded campus featuring an historic mansion as its main building. Summit currently enrolls 125 students, ages 18 months-12 years. Summit is a welcoming community that values diversity of all kinds. Summit holds accreditations from the American Montessori Society and the Association of Independent Schools of New England.

Salary and benefits are competitive and commensurate with experience and training.

Candidates should send a cover letter and resume to:

Martha Torrence, Head of School  
Summit Montessori School  
283 Pleasant St.  
Framingham, MA 01701  
[mtorrence@summitmontessori.org](mailto:mtorrence@summitmontessori.org)

*Summit Montessori School considers applicants without regard to race, color, religion, gender preference, sexual orientation, age, disability, familial or marital status, or any other characteristics protected from discrimination under state or federal laws.*