



STATE OF CONNECTICUT

DEPARTMENT OF EDUCATION



JOB OPPORTUNITY SUBSTITUTE HEAD NURSE CONNECTICUT TECHNICAL HIGH SCHOOLS

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS ON THE LAST PAGE](#)

Open To: The Public
Location: Various (see below)
Hours: As Needed
Salary: \$32.35 per hour
Closing Date: May 1, 2015
Job Posting #: 58815, 62718, 62721, 59717, 63070, 59572

EXAMPLE OF DUTIES:

Independently provides counseling and health education services to students and staff; serves as member of crisis intervention team; provides assessment of medical problems; determines need for physician or medical care; performs basic evaluative procedures and tests; performs primary first aid; ensures that controlled drugs are properly stored; makes referrals and follows up on health needs; provides counseling on health related issues; maintains accurate medical records; writes reports; may administer medication; may administer routine tests or exam; performs related duties as required.

GENERAL KNOWLEDGE:

Considerable knowledge of and ability to independently apply nursing principles, techniques and standards; considerable knowledge of specialized patient/client care applicable to nursing assignment; considerable knowledge of medications, their actions, interactions, uses and side effects; knowledge of general and mental health conditions and treatment interventions through utilization of assessment, nursing diagnosis, outcome identification, health planning, implementation and reevaluation; knowledge of adult learning and family systems theory; knowledge of and sensitivity to cultural and socio-economic differences; considerable interpersonal skills; oral and written communication skills; ability to establish and maintain collaborative relationships with other professionals, community resources and providers; ability to act as a role model to health care staff; supervisory ability.

GENERAL EXPERIENCE:

Two (2) years' experience as a Registered Professional Nurse.

SPECIAL EXPERIENCE:

One (1) year of the General Experience must have been working with the type of patients and/or clients serviced by the agency.

SUBSTITUTION ALLOWED:

A Bachelor's degree in Nursing may be substituted for one (1) year of the General Experience.

SPECIAL REQUIREMENT:

Incumbents in this class must possess and retain a license or temporary permit as a Registered Professional Nurse in Connecticut.

NOTE: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

ELIGIBILITY REQUIREMENT:

In addition to meeting the above requirements, candidates must submit the following information in order to be considered for this position. Please forward application materials to the contact person(s) listed below.

1. Cover letter
2. Application for Employment (CT-HR-12), available online at <http://www.sde.ct.gov>.
3. Application materials must include documentation of at least two (2) years experience as a registered nurse and of at least one (1) year of special experience, in the form of school nursing or work with children/adolescents in another healthcare setting, must be provided. To receive credit for per diem or substitute nurse employment, you must provide documentation from your employer verifying the full-time equivalent of such service
4. Copy of current nursing license
5. Three (3) pertinent professional references.

H.H. Ellis THS

613 Upper Maple Street
Danielson, CT 06239
Tel. # (860) 774-8511
ATT: Michael Fitzpatrick, Business Manager

E.T. Grasso THS

189 Fort Hill Road
Groton, CT 06340
Tel. # (860) 448-0220
ATT: Wendy Monk, Business Manager

A.I. Prince THS

500 Brookfield Street
Hartford, CT 06106
Tel. # (860) 951-7112
ATT: Theresa Ginley, Business Manager

Windham THS

210 Birch Street
Willimantic, CT 06226
Tel. # (860) 456-3879
ATT: Gina LaJoie, Business Manager

Oliver Wolcott THS

75 Oliver Street
Torrington, CT 06790
Tel. # (860) 496-5300
ATT: Fran Carpenter, Business Manager

J.M. Wright THS

120 Bridge Street
Stamford, CT 06905
Tel, # (203) 324-7363
ATT: Elizabeth Hankins, Business Manager

Applications will be accepted via U.S. mail or hand delivery only.

The CTHSS is committed to a policy of equal opportunity/affirmative action for all qualified persons and equal access to Boy Scouts of America and other designated youth groups. The CTHSS does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Connecticut State Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Connecticut Technical High School System's nondiscrimination policies and practices should be directed to:

Levy Gillespie

Equal Employment Opportunity Director/American with Disabilities Act Coordinator

State of Connecticut Department of Education

25 Industrial Park Road

Middletown, CT 06457

860-807-2071

Levy.Gillespie@ct.gov

(Coordinator for matters related to Affirmative Action/Equal Opportunity Employment and nondiscrimination policies and practices)

Beatrice Tinty

Education Consultant

Connecticut Technical High School System

25 Industrial Park Road

Middletown, CT 06457

860-807-2220

(Coordinator for matters related to Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973)

U.S. Department of Education

Office for Civil Rights

5 Post Office Square, Suite 900

Boston, Massachusetts 02109-3921

617-289-0111

Fax number: 617-289-0150

TTY/TDD: 877-521-2172

(Matters related to race, color, national origin, age, sex and/or disability)

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER