

**DEPARTMENT OF EDUCATION
CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM
JOB OPPORTUNITY
HEAD NURSE
FOUR (4) POSITIONS AVAILABLE
(PART-TIME FLOAT POSITIONS SUPPORTING SCHOOL NURSES)**

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

Open To: The Public

Location: Hamden, Bridgeport, Groton, Hartford

Hours: 32.5 Hours Per Week

Salary: \$31.40 – \$42.52 per hour*

Closing Date: April 25, 2014

Job Posting #: **Hamden** (107763); **Bridgeport** (107764); **Groton** (107765); **Hartford** (107766)

The Connecticut Technical High School System is recruiting is for four (4) part-time float Head Nurse positions at the technical high schools in the greater Hamden, Bridgeport, Groton and Hartford regions.

The position of float head nurse supports current Head Nurse (school nurse) staffing in the Connecticut Technical High School. Float head nurses will be assigned to the following home schools, but will float on a regular basis to other CTHSS schools within a given region, according to a predetermined schedule.

Home Schools:

- **Hamden**—Whitney Technical High School
- **Bridgeport**—Bullard Havens Technical High School
- **Groton**—Grasso Technical High School
- **Hartford**—Prince Technical High School

Float Areas:

- **Hamden**—the float nurse based out of Hamden will be primarily assigned to the High Meadows and Whitney Technical High School sites (both located in Hamden) for an anticipated period of 1-2 years or more. Following the end of the 1-2 year assignment, this nurse will be assigned to float to other schools in the region.
- **Bridgeport**—Danbury, Milford, Ansonia, Hamden, Stamford
- **Groton**—Norwich, Danielson, Willimantic, Middletown, Waterbury
- **Hartford**—Manchester, New Britain, Bristol, Torrington, Meriden

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:**

1. The filling of these positions will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.
2. New hires to state service start at the minimum hourly rate.

APPLICATION PROCEDURE/REQUIRED DOCUMENTS:

In addition to meeting the above requirements, candidates must submit the following information in order to be considered for this position.

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. The names and contact information for three (3) pertinent professional references

All required documents must be received by close of business on the closing date in order to be considered for an interview. Please forward application materials to:

**Marie Burlette, RN, BSN
Supervising Nurse
Connecticut Technical High School System
25 Industrial Park Road
Middletown, CT 06457
TEL: (860) 807-2211
FAX: (860) 807-2196
E-mail: Marie.Burlette@ct.gov**

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 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