

Job Title: School Nurse

Location: Center Cross Academy
4257 Magnolia Avenue
St. Louis, MO 63110

Reports To: Head of School

Job Summary: Center Cross Academy is seeking a compassionate, organized, and proactive part-time School Nurse to support the physical health and well-being of our students. The School Nurse will oversee student health services, manage medical records, respond to daily health needs, and partner with families to ensure a safe and healthy school environment.

This role plays an important part in supporting the whole-child mission of the school—caring not only for students’ physical needs but contributing to their overall development in a Christ-centered community. The ideal candidate will bring both clinical competence and a relational, service-oriented approach to student care.

In addition to nursing responsibilities, there may be an opportunity for the School Nurse to teach a high school health class, depending on experience and interest.

Key Responsibilities:

Student Health Services:

- Provide basic medical care and first aid to students during the school day
- Assess student illnesses and determine appropriate response (return to class, parent contact, or dismissal)
- Administer medications in accordance with school policy and physician instructions
- Maintain a safe and sanitary health office

Health Records & Compliance:

- Maintain accurate and confidential student health records, including immunizations and medical histories
- Ensure compliance with all local and state health regulations
- Track and monitor student health plans (allergies, chronic conditions, etc.)
- Prepare reports as needed for school leadership or regulatory requirements

Communication & Partnership with Families:

- Communicate with parents regarding student health concerns, injuries, or illnesses
- Partner with families to support student health plans and accommodations
- Provide guidance to staff regarding student health needs and protocols

Health Education & Prevention:

- Promote healthy habits and preventative care among students
- Assist in developing and implementing basic health protocols for the school

Instructional Opportunity:

- Teach a high school health class, if qualified and interested
- Develop and deliver age-appropriate instruction on topics such as:
 - Personal health and wellness
 - Nutrition and physical health
 - Mental and emotional well-being
 - Decision-making and personal responsibility

Administrative & Campus Support:

- Maintain organized digital and physical health records
- Support emergency preparedness planning and response protocols
- Assist with health-related policies and procedures as needed

Qualifications:

- Current Registered Nurse (RN) or Licensed Practical Nurse (LPN) license (required)
- Previous experience in a school, pediatric, or community health setting preferred
- Strong organizational skills and attention to detail
- Ability to work independently and exercise sound judgment
- Excellent communication and interpersonal skills
- Ability to maintain confidentiality and professionalism
- Commitment to the mission and values of Center Cross Academy
- A background check will be required

Physical Requirements:

- Ability to stand, walk, and sit for extended periods
- Ability to respond quickly in emergency situations
- Ability to lift and assist students when necessary (up to 25–30 pounds)

- Ability to perform duties in a school setting, including bending, kneeling, and reaching

Hours & Compensation:

- This is a part-time position, approximately 10–20 hours per week (flexible based on school needs)
- Schedule will include regular on-campus hours during the school day
- Compensation is commensurate with experience

Application Process: Interested candidates should submit a resume, cover letter, statement of faith, copy of nursing certification, and references to the Head of School, Kale Uzzle, at kuzzle@centercrossacademy.org