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**Location:** Horizons at The Ethel Walker School (in person)

**Job Title:** Nurse

**Job Type:** Seasonal/Full-time (\* 7 weeks)

**Reports to:** Executive Director

**Salary:** $9000.00 (total sum of salary; paid bi-weekly during duration of employment)

***About the Organization***

Horizons at the Ethel Walker School is a community-centered, long-term learning program supporting students from the Hartford area. Horizons mission is to build long-term partnerships with students, families, communities, and schools to create experiences outside of school that inspire the joy of learning. The main component of Horizons is a six-week summer program located on the campus of The Ethel Walker School, where students participate in academic, cultural, and recreational enrichment activities, including teaching all students how to swim. The six-week program is supplemented by a growing school-year program, where students participate in out-of-school educational, enrichment and community service activities. Horizons at The Ethel Walker School operates a proven model and is part of an affiliated network with over 70 Horizons sites serving students across the country.

***Our Commitment to Equity, Diversity, Inclusion and Belonging***

Horizons at The Ethel Walker School strives to create an inclusive, affirming and welcoming environment that allows all team members to thrive. Because of our Network-wide commitment to EDIB, the ideal candidate for this role must be comfortable engaging in discussions, be self reflective, and be willing to challenge themselves and others to learn and grow continuously.

***Position Summary:***

The Horizons at The Ethel Walker School Nurse works during pre and post-program planning, and during the entirety of the

6-week program from 8am-3:30 pm daily. Horizons at The Ethel Walker School is seeking a dedicated, nurturing, and experienced

professional to provide health care and first aid for students and staff, overseeing the administration of medications, coordinating

student health care needs with families when needed, monitoring health and cleanliness standards, organizing paperwork and

maintaining file organization. \****Although this is a six-week program, this position will be compensated for 7 weeks to ensure***

***proper collection and consolidation of all required documents and forms are completed and collected prior to the start date of the***

***summer program***

***Responsibilities:***

* Ensures the health and safety of all students and staff while promoting health practices throughout the program.
* Provides nursing care to injured and ill students and staff, and coordinates follow-up care when appropriate.
* Communicates with parents and staff about special issues and needs of students.
* Administers routine medications and treatment to students and staff
* Maintains health records, medications and first aid kits for on-site locations and off-campus field trips.
* Implements communicable disease plans, including COVID-19 mitigation.
* Collects health-related forms as it pertains to the participants of the program; contact participants' families for missing, required forms/documents; ensures forms/documents are properly completed per the state of Connecticut, Office of Early Childhood.
* Obtains proper medical documents as it pertains to specific, medically related exceptions and needs for participants of the program.
* Communicates with the attending physician weekly and the Office of Early Childhood as necessary.

***Requirements:***

- Licensed as a PA, APRN, RN, or LPN in CT and current first aid, CPR, and AED certifications.

- Experience working with children and teens ages 5-13 for this six-week summer Program

***Program Dates:***

Monday, June 24-Friday, August 2, 2024