



Substitute Nurse

Ursuline Academy is seeking qualified Substitute Nurses to join our substitute pool and provide coverage on an as-needed basis during the school day. Substitute Nurses support student health and safety by providing appropriate nursing care, responding to illness and injury, administering medications in accordance with established procedures, and maintaining accurate and confidential health records.

Responsibilities

- Assess and provide care for students who become ill or injured during the school day.
- Administer medications and treatments in accordance with established procedures.
- Respond appropriately to medical emergencies and follow student health and emergency care plans.
- Maintain appropriate documentation and confidentiality.
- Communicate with parents/guardians and school personnel as needed.
- Follow Academy health office policies and procedures.

Qualifications

- Current Massachusetts Registered Nurse (RN) license.
- Current CPR/AED certification.
- Experience in school nursing, pediatrics, adolescent health, or a related clinical setting preferred.
- Strong judgment, communication skills, and ability to respond calmly to student health needs.
- Ability to successfully complete required background checks.

Compensation & Schedule

\$36/hr. Substitute Nurse opportunities are available on an as-needed basis during the regular school day. Candidates may accept assignments based on their availability.

Application Instructions

Ursuline Academy invites interested candidates to submit a resume and cover letter detailing their qualifications and interest in the role to careers@ursulineacademy.net. Please include "Substitute Nurse" in the subject line.