

**PENN YAN CENTRAL SCHOOL DISTRICT
BUSINESS OFFICE
ONE SCHOOL DRIVE
PENN YAN, NY 14527-1099
(315) 536-3373**

Notice to Classified (Non-Teaching) Personnel and Administrators

POSITIONS AVAILABLE

DATE: August 21, 2025

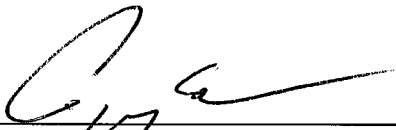
RE: Notice of Position Vacancy

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This notice is in compliance with the conditions stated in the CSEA Agreement under Article X. Please be advised that applications are being accepted to fill the following positions:

Registered School Nurse— anticipated position available; 10 month position, 7.5 hours per day, \$32.40/hr. Current opening is at PYA.

Apply to Dr. Gregory S. Baker, Superintendent of Schools, One School Drive, Penn Yan, NY; Applications accepted until filled. Applicants must be Yates County Civil Service approved.



Dr. Gregory S. Baker, Superintendent of Schools

REGISTERED PROFESSIONAL NURSE (SCHOOL)

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for giving care to students and for performing related nursing services such as pupil health screening and notification of defects and communicable disease control requiring judgment and skills. This position differs from the certificated position of School Nurse-Teacher in that there is no responsibility for either classroom instruction or guidance involved. The work is performed under the general direction of a School Physician or School Nurse-Teacher. Supervision may be exercised over the work of clerical assistants. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Assists the School Physician in physical, visual and auditory screening examinations of students and employees;
 Administers first aid and emergency treatment to students and employees;
 Prepares and maintains health records for school authorities;
 Assists at school immunization clinics;
 Arranges to transport sick or injured students or employees to hospital, home, doctor's or dentist's office in cases of emergency;
 Inspects the school plant, playground and cafeteria and reports on general safety and sanitary conditions;
 Orders, inventories and oversees the storage of first aid and related health supplies and equipment;
 Consults with attendance Teachers, staff members and School Nurse-Teachers concerning a variety of health factors related to non-attendance and communicable disease;
 Prepares records and reports as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of nursing principles and techniques and their relation to medical practices and skill in their application;
 Working knowledge of materia-medica, dietetics, sanitation and personal hygiene;
 Skill in the application of nursing techniques and practices;
 Ability to understand and follow technical, oral and written instructions;
 Ability to keep records and make reports;
 Ability to get along well with students, teachers, parents and others;
 Ability to carry out successfully the measures prescribed;
 Ability to plan and supervise the work of sub-professional and non-technical personnel;
 Good observation;
 Mental alertness;
 Firmness;
 Initiative;
 Cheerfulness;
 Patience;
 Emotional stability;

Sympathetic attitude toward the sick;

Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from a school of nursing approved by the State Education Department from a course approved by such department as qualifying for Registered Professional Nurse and of a New York License at time of appointment.