



David Douglas School District #40

Classified - Job Description

SCHOOL HEALTH ASSISTANT

Schedule: 6 hours per day / 9 months per year / About 179 days per year
Class: 9

POSITION PURPOSE

Assisting with specific student health activities.

NATURE AND SCOPE OF RESPONSIBILITIES

- This position is subject to board policies, administrative rules and procedures, department regulations and applicable state and federal statutes
- This position carries no administrative authority or responsibility
- Health assistant will administer medication to students; provide delegated health care tasks for students with chronic health problems; provide authorized first aid to students; collect immunization and tuberculosis data; contribute to a positive and productive work environment; and perform other duties, as assigned
- This position will support in the school setting all guidelines and requirements outlined by our Local Public Health Authority (LPHA) and the Multnomah Educational Service District (MESD) regarding public health and communicable disease protocols.

QUALIFICATIONS

- High school diploma
- Prior experience working with students
- Demonstrated ability to manage multiple tasks
- Ability to work without direct supervision
- Ability to communicate effectively with other employees, students and the general public using tact, courtesy and good judgment
- Ability to work with accuracy and attention to detail
- Legible penmanship and accurate spelling
- Ability to successfully complete training for: Medication Administration (ORS 339.867-870); Training for Emergency Glucagon Providers (ORS 433.800-830); and Treatment of Severe Allergic Reaction (ORS 433.800-830). ORS 433.800-830 requires individual trained to respond to a severe allergic reaction, and to administer emergency glucagons, be at least 21 years of age
- Ability to follow verbal and written instructions and demonstrate competencies
- Successfully complete Bloodborne Pathogen Training
- Flexibility and patience in working with students with a variety of needs
- Ability to maintain a high level of ethical behavior and confidentiality of information about students and staff
- Current First Aid/CPR certification

ESSENTIAL PHYSICAL REQUIREMENTS

Moderate to high degree of physical stamina, with frequent lifting of up to 10 pounds and the possibility of lifting of up to 50 pounds required in the physical assistance of students with special needs. Ability to move freely to various locations within the classroom and other supervisory settings (cafeteria/playground, transportation vehicles). Frequent standing, walking, sitting, and bending. Exposure to noise and activity of a school setting. Exposure to outdoor weather conditions. May involve exposure to communicable diseases, abusive student contacts and other adverse conditions.

The David Douglas School District welcomes applications from candidates that expand the District's diversity.

Multi-Cultural preferred. Bi-Lingual candidate preferred.

David Douglas School District Drug Testing and Criminal Background check

Per district policy all offers of employment shall be contingent upon the successful passing of a district required drug test and criminal background check. David Douglas School District's Human Resources will designate where and when the testing will be conducted. The offer of employment will be withdrawn from candidates who test positive for drugs.