

WATERTOWN UNIFIED SCHOOL DISTRICT

Vacancy Notice

STUDENT HEALTH ROOM AIDE

JOB LOCATION: Watertown High School

HOURS: Part-Time - 5.75 hours per day on days students are present
7:30 am to 1:45 pm (includes ½ hour unpaid lunch)

START DATE: **September 4, 2018**

JOB DESCRIPTION: The job duties of the Health Aide will be to monitor and track special health concerns of students, test blood-sugar levels and administer insulin, administer medications, and monitor students with minor injuries in the health room. The individual will also provide support to students in the classroom, lunchroom, and hallways as needed.

This position will work under the direct supervision of the Watertown School District School Nurse and will receive appropriate training from the nurse. The aide is also under the supervision of the building administration.

The qualifications for this aide position include a high school diploma or equivalent; experience and/or desire to work with high school aged students; ability to interact and work with students, staff, and parents in a positive manner; having basic computer skills for record keeping; and the ability to maintain confidentiality. **Special consideration may be given to applicants who have had past experience and enjoy working in the medical field, such as a certified medical assistant or certified nursing assistant.**

SALARY RATE: Instructional Paraprofessional Compensation Schedule
Category B; Starting Rate of \$13.99 per hour
(2017-18 Compensation Rate; 2018-19 Rate to be Determined)

APPLY BY: **June 8, 2018 or until filled**

DISTRICT CONTACT: Sarah Miller, Human Resources Administrative Assistant
Watertown Unified School District, 111 Dodge Street, Watertown, WI 53094
920-262-1460, Extension 3223; millers@watertown.k12.wi.us

Internal Candidates: Please provide a letter/email of interest to Human Resources.

External Candidates: Apply on Wisconsin Education Career Access Network (WECAN)
[\(https://wecan.education.wisc.edu/#/\)](https://wecan.education.wisc.edu/#/)

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