



Summer Program Nurse

*Summer 2021 | Location: Greater Boston (Newton, MA)**

Preferred application deadline: April 30, 2021

WPS seeks a Summer Program Nurse to join our dynamic team for the summer of 2021. This role is ideal for a qualified medical professional excited to support various summer education programs, including the College Transition Program for recent high school graduates and the Foundational Teacher Fellowship for educators. Strong candidates will have prior experience providing medical care for young adults in an educational setting.

ABOUT WPS AND ITS PROGRAMS

WPS is a non-profit education organization committed to honoring students and educators. We believe that teaching and learning are the most transformative of human endeavors and that this is especially true when students have the agency and support to embark on a journey of self-actualization.

In summer of 2021, WPS will run its second annual College Transition Program and launch its Foundational Teacher Fellowship. The College Transition Program is a six-week summer program designed to help students - many who are first in their families to attend college - successfully and confidently navigate the transition to college and beyond. Our goal is to deepen students' academic competencies, as well as develop their social-emotional skills, executive functioning, financial literacy, and understanding of what opportunities are available in college. The Foundational Teacher Fellowship is an immersive experience for seasoned teachers from across the country to deepen their instructional practice and position themselves to effectively support their peers and leadership team. WPS will host two 6-day sessions of the Fellowship in July 2021.

These programs will be held on the WPS campus from late June to early August. Our campus is located near Boston (in Newton, MA) with access to public transportation (MBTA Green Line).

ABOUT THE ROLE

As the Summer Program Nurse, you will review and implement the medical portion of WPS' safety plan and supervise all aspects of student and educator health and wellness during the summer.

This role will be full-time between June 21 and August 6, with the typical day starting at 9:00 a.m. and ending at 4:00 p.m. Ideally, this hire will also plan for approximately 20 hours prior to the start of camp during the spring. You will work closely with the other staff to ensure safety and health of students.

Responsibilities

Prepare for and execute a safe summer environment

- Review and enhance WPS' COVID protocols and ensure compliance across site



- Order and allocate personal protective equipment and related supplies for staff, teacher participants, and students
- Establish and conduct procedures for daily COVID screenings as necessary
- Ensure ongoing compliance with government public health guidelines and regulations
- Maintain an inventory of general medical supplies and equipment; place orders as needed including maintaining first aid kits throughout campus and for special activities

Monitor student health and provide routine medical care

- Follow established state regulations, and site policies regarding summer program health care
- Implement and monitor WPS' COVID protocols in coordination with WPS staff
- Review students' medical needs and histories prior to program kick-off
- Implement standing orders issued by the students' physicians
- Ensure each student and program participant has on file a current medical form, with required physical exam, immunization record, and insurance information (if relevant)
- Ensure copies of medical records are prepared for offsite experiences (if relevant)
- Oversee the administration and storage of medication
- Conduct routine health screens and checks
- Dispose properly of medical waste
- Provide routine medical attention and support scheduling medical appointments as needed
- Submit all required paperwork on time
- Act as mandated reporter and monitor mental health, following established procedures for suspected abuse and concerns

Provide emergency care

- Respond appropriately to injuries, illness, and/or emergency situations requiring first aid, CPR and/or other medical care
- Maintain a daily medical log and submit accident/incident reports including situations that endanger the emotional or physical safety of any person
- Determine when individuals must be transported to the hospital or clinic
- Communicate medical concerns and injuries with caregivers
- Consult with additional medical professionals as needed
- Communicate and coordinate response to COVID positive incidences with WPS leadership, the local public health department and caregivers

Desired Mindsets, Experience, and Qualifications

- Hold a valid Registered Nurse license or equivalent in Massachusetts and degree from an approved school of professional nursing; field experience is preferred
- Hold current First Aid and CPR certifications
- Possess at least two years of experience with the health care of young adults and a desire to work in a summer educational setting



- Maintain high integrity, sound judgment, integrity, acute problem solving skills, risk management, and adaptability throughout engagement

APPLICATION INFORMATION

The Summer Program Nurse will receive a competitive hourly rate during the self-directed 20 hour planning period between May and June 21 and a competitive weekly rate during the period between June 14 and August 6.

Candidates should apply using the [Careers section](#) of our website. Note: Our preferred application deadline is April 30, 2021. We do not guarantee review of applications received after this date.

WPS is an equal-opportunity employer and does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status.