



Position: Nurse Consultant

Location: South Bay Classical Academy, Hawthorne, CA

Reports to: Head of School

Employment Type: Full-time

About South Bay Classical Academy

South Bay Classical Academy (SBCA) is a private, secular, classical school located in Hawthorne, CA. It will open in the Fall of 2026 serving students in grades K-5, then adding a grade each year to become a full K-8, with plans to grow into a K-12 school. The mission of SBCA is to cultivate students of character and intellectual virtue through a classical education that will inspire a life of deep understanding, civic responsibility, personal fulfillment, and service to others.

Position Overview

South Bay Classical Academy is seeking a qualified Registered Nurse (RN) to serve as a part-time School Nurse Consultant. The nurse will provide periodic on-campus nursing support, health consultation, student health planning, staff training, and on-call assistance throughout the school year. The position is particularly well suited to an RN with experience in pediatrics, school nursing, community health, or another setting involving children.

The School Nurse Consultant will work closely with the Head of School and designated school administrative staff to promote student health and safety while helping SBCA maintain appropriate student health records, medication procedures, emergency protocols, and health-related policies.

Key Responsibilities

Student Health

- Provide nursing assessment and assistance for students who become ill or injured at school.
- Evaluate student health concerns and advise school personnel regarding appropriate next steps.
- Develop and maintain individualized health care plans when appropriate.
- Assist with management of students with asthma, severe allergies, diabetes, seizures, or other medical needs.
- Provide or oversee medication administration in accordance with school policy and applicable law.
- Maintain appropriate confidentiality regarding student health information.
- Communicate with parents/guardians regarding student health concerns when requested by school administration.

Health Records & Compliance

- Review student health records and immunization documentation.
- Assist the school in identifying missing or incomplete health documentation.
- Advise school administration regarding California student health requirements applicable to private elementary schools.
- Assist with establishing and maintaining appropriate procedures for communicable illnesses.
- Review and periodically update the school's health and emergency procedures.
- Advise administration regarding health-related accommodations and student safety concerns.

Emergency Preparedness

- Review the school's emergency medical procedures.
- Help maintain appropriate first-aid supplies and emergency equipment.
- Assist with protocols for anaphylaxis and EpiPen administration, asthma, seizures, diabetes, serious injuries, head injuries/concussions, and other medical emergencies.
- Train designated staff members in appropriate first-aid and emergency procedures.
- Participate in periodic emergency preparedness reviews and drills as appropriate.

Staff Support & Training

- Provide periodic training and consultation for faculty and staff concerning first aid, CPR/AED, EpiPen administration, medication administration, recognition of common childhood illnesses, communicable disease prevention, student health emergencies, and when to contact parents, 911, or other emergency services.

Parent & Physician Coordination

- When appropriate and authorized by the school, communicate with parents/guardians concerning student medical needs.
- Coordinate with students' physicians or other health-care providers.
- Assist families in developing appropriate medical plans for students requiring accommodations at school.

Schedule

This is a part-time, flexible position intended to provide SBCA with professional nursing expertise without requiring a full-time on-campus nurse. The anticipated schedule is approximately 4-6 hours per month on campus, with additional hours available on an as-needed basis. The nurse will also be available for reasonable telephone consultation with school administration regarding student health matters. The exact schedule will be determined in consultation with the Head of School.

Qualifications & Competencies

Essential Skills & Experience

- Current California Registered Nurse (RN) license in good standing.
- Current CPR/AED certification.
- Current First Aid certification.
- Experience working with children or adolescents.
- Ability to respond appropriately and calmly to medical emergencies.
- Strong communication and interpersonal skills.
- Ability to maintain strict confidentiality regarding student health information.

Preferred Qualifications

- School nursing experience.
- Pediatric nursing experience.
- Experience working in an elementary school or independent school.
- Experience developing student health plans.
- Experience providing staff health and safety training.

Background Requirements

Employment is contingent upon successful completion of SBCA's required background screening and employment requirements. The candidate must be eligible to work in the United States and maintain all required professional licenses and certifications throughout employment.

Salary Range

\$50-60 per hour, depending upon qualifications and experience.

SBCA is open to structuring the position as either an hourly part-time employee or an independent nursing consultant, where appropriate. Additional on-call or emergency hours will be compensated at the agreed-upon hourly rate.

How to Apply

Interested candidates should submit a résumé, copy of current California RN license, current CPR/AED certification, professional references, and a brief statement describing relevant experience working with children or schools.

Applications should be submitted to David Jackson, Head of School – djackson@southbayclassical.org