



Amana Academy is seeking candidates with a sense of adventure and curiosity to work in a diverse, supportive and collaborative environment. Established in 2005, our demonstrated track record of empowering students to do more than they think possible has resulted in Amana being among the most well-regarded public charter schools in the state of Georgia.

We use the Harvard-based [EL Education](#) model as the foundation for our cross-curricular STEM program powered by design thinking. EL provides a holistic framework for measuring student success, placing as much emphasis on character development and quality craftsmanship as it does on academic achievement.

Our flagship campus is located in Alpharetta and is authorized by Fulton County Schools and the Georgia Department of Education. It is open to students in grades K-8 who reside in the Fulton County Schools district. Our new West Atlanta campus, opening in August 2022, is located in Mableton and is authorized by the State Charter Schools Commission. In its inaugural year it will serve students in grades K-3 residing in the state of Georgia. Both campuses are tuition free.

**AMANA ACADEMY, INC.
JOB DESCRIPTION**

Job Location: West Atlanta Campus
Job Title: Clinician
Reports To: Principal or Appointed Designee
Status: Part Time, Salaried Exempt
Work Schedule: Academic School Year Calendar
Hours: Mon-Fri, 30 hours/week

DOING WORK THAT MATTERS

The School Licensed Healthcare Professional operates the school's health clinic. The licensed healthcare professional treats student injuries or illnesses and advises students, their parents or guardians, and staff on health issues.

Licensed healthcare professionals may also support students with chronic illnesses and disabilities, including adhering to health plans for students. Licensed healthcare professionals are responsible for health screenings required by the state or school.

Licensed healthcare professionals promote health-related habits (e.g. proper hand-washing) and ensure compliance with national and local health policies for schools.

HOW YOU WILL EMPOWER STUDENTS TO GO BEYOND

- Communicates responsibly and effectively with students, parents, colleagues, and school leadership
- Follows all school, county, state, and federal policies and procedures
- Follows professional ethics in all work-related activities
- Communicates and collaborates with school personnel, nursing administration, students and families in a professional manner and with appropriate frequency about school health issues.
- Attends mandatory Clinic Orientation and Training, Pre-Planning, Professional Learning Days, and other district required training.
- Reviews and remains abreast of current developments, literature and technical source information to maintain proficiency related to job responsibilities and student needs.

- Functions as a health resource and liaison among students and staff concerning health promotion and wellness.
- Monitors the activity of the school health clinic under the direction of the school administration and the state health personnel. Uses clinical knowledge base for decision making in role; maintains accurate documentation of clinic services, including emergency situations; demonstrates ethical and professional behavior, including maintenance of confidentiality at all times.
- Performs and records medication counts, administers and documents medications to students according to approved clinic policies, procedures, protocols and written physician directions to include routine medications and emergency medication with appropriate documented records.
- Provides education and training to appropriate staff relative to Individualized Education/504 Plans.
- Facilitates home-school communication by such means as holding conferences, telephoning, and sending written communications.
- Serve as point person for hearing, vision and scoliosis screenings and implement screening procedures as outlined by Lead Nurse.
- Provides privacy and a caring environment; displays and models respect towards students and others; serves as a student advocate and establishes and communicates clear behavior expectations in the clinic to students and staff.
- Prepares clinic for the opening of school and the closing of the school year.
- Organizes and maintains a clean, orderly clinic to ensure a safe physical environment including locked medication cabinets, practicing standard precautions at all times, and maintaining sharps containers in appropriate locations; maintains adequate clinic supplies.
- Provides limited, immediate short-term care to students with an injury or illness until parents or designated persons can be notified and assume responsibility for the sick or injured student. These physical requirements include, but are not limited to: the ability to timely respond and attend to emergency situations that may occur throughout the facility;

ADDITIONAL RESPONSIBILITIES

- Prepares adequately for responsibilities to be assumed when absent
- Avoids behaviors which detract from staff morale
- Attends pre-service and service meetings as required
- Performs other duties as assigned by the appropriate administrator

WHAT YOU NEED TO SUCCEED

- Education: High School Diploma or GED required
- Certification/Licensure: Completion of health or equivalent course in first aid/CPR required
- Medical Degree welcome but not required
- Experience: 2+ years of related work experience preferred
- Knowledge/Skills/Abilities:
 - Knowledge of and appropriate techniques to administer basic first aid
 - Ability to work effectively with the administration in implementing the objectives of the program
 - Ability to handle confidential information
 - Must be detailed and task oriented
 - Excellent organizational skills
 - Excellent communication skills both written and verbal

ENVIRONMENT

- **Working Conditions for Amana's West Atlanta campus:**
 - Amana West is located on Girl Scout property at Camp Timber Ridge on 270 beautiful acres of land in Mableton, GA.
 - Classes will be held inside pod-like modular buildings separated by grade.

- All specials are located in separate buildings that require a 5-15 min walk through the woods.
- School will at times operate in an outdoor setting in a variety of weather conditions.
- Staff must be comfortable teaching and leading students in both an indoor and outdoor setting.
- Staff must possess and demonstrate an innate comfort with flexibility and being able to adapt to new circumstances.
- Physical Demands:
 - Ability to lift and carry 30-50 pounds with assistance
 - Ability to push or pull a maximum of 50 pounds
 - May require stooping or crouching

APPLICATION INSTRUCTIONS

IMPORTANT: Please follow this format for efficient consideration.

1. Email jobs@amanaacademy.org Be sure to put your LAST NAME and TEACHING POSITION you are applying for in the Subject line; eg, "Smith Elementary Classroom Teacher"
2. In the cover letter, indicate how your past experiences connect with EL Education principles (eleducation.org) and the Amana vision, mission and guiding principles (<https://amanaacademy.org/about/vision-mission/>).
3. Attach your current resume.

Amana Academy does not discriminate on the basis of race, color, religion, national origin, age, disability, or gender in its employment practices, student programs, and dealings with the public.