



MONTANA SCHOOL *for the Deaf & the Blind*

3911 Central Ave
Great Falls, MT 59405
406.771.6000
406.771.6164 FAX
406.205.0016 VIDEOPHONE
www.msdbmustangs.org

JOB TITLE: LPN
SUPERVISOR: Health Services Director/Director of Student Life
DEPARTMENT: Student Life- Student Services
STARTING SALARY: \$21.18 hour
START DATE: August 21, 2023
LOCATION OF JOB: Montana School for the Deaf and the Blind, Great Falls MT
STATUS: 40 hrs. a week
POSITION NUMBER: 51303702
BARGAINING UNIT: MFPE
CLOSING DATE: Open until filled
APPLICATION: <https://statecareers.mt.gov>

JOB OVERVIEW:

The Licensed Practical Nurse (LPN) provides routine and urgent care to the students attending the Montana School for the Deaf and the Blind and those residing in the residential program. The LPN will dispense necessary medications per Doctor Orders. The LPN is on shift during the times that the students in the residential program are awake. The LPN operates under the direction of the Health Services Director (RN).

Work for the state you Love to Live in. Your paycheck is just part of a total compensation package. Eligible employees have access to competitive, innovative benefits packages at an affordable cost. All beginning on your first day of employment. Highlights of our innovative benefit package include:

- Access to No Cost health centers
- Low-cost Medical, Dental and Vision insurance
- Retirement plan with employer
- Earn paid vacation and holiday time
- Sick days each year per MCA 2-18-618
- Public Service Student Loan Forgiveness program*
- Student Loan Repayment program*
- Flexible Spending Accounts
- Employee Assistance Program
- Wellness Programs
- One free meal per shift

* Subject to eligibility rules

Essential Duties or Responsibilities

Direct care to students: 70%

- Provides routine and urgent care to students who need medical attention.
- Dispenses necessary medications as per Doctor orders.
- Performs tube feedings as necessary.
- Makes decisions about treatment for various illnesses when students come to the Health Center/Infirmary.
- Administers treatments accurately and professionally.
- Monitors students who are in the Health Services for worsening symptoms and makes appropriate follow up referrals and/or treatments.

Charting: 15%

- Maintains accurate charting and logging of all services to students.

Cleaning and Supplies: 10%

- Cleans health services prior to shift completion
- Sanitizes and makes beds after ill students are released
- Inventories supplies on hand
- Restock supplies when needed

All other duties as assigned: 5%**Physical and Environmental Demands:**

The work performed in a typical setting at MSDB involves mostly sedentary to light physical activity, typically requiring exertion of up to 20 lbs. of force and walking or standing to a significant degree. The employee may need to climb stairs, bend, stoop, reach, and handle objects. The employee may occasionally lift and/or move up to 50 lbs. The person in this position works in multiple buildings across campus and must be able to travel independently between buildings.

Knowledge, Skills and Abilities:

(Required for first day of work)

- Knowledge of general medical practices and specifically best practices in working with students (age birth-21) who are deaf, hard of hearing, blind, visually impaired, and deafblind
- Ability to listen, communicate clearly, and solve problems
- Ability to develop and maintain excellent relationships with a broad range of constituents
- Ability to function as a member of a team with the ability to see and accept (not necessarily agree with) other's perspective
- Ability to comply with data collection, reporting timeframes, and records management requirements
- Self-motivated and able to work with limited supervision
- Ability and desire to be an active learner of American Sign Language (ASL)
- Willingness to adapt communication and language to work with a variety of students and staff
- Adhere to confidentiality of sensitive and Federally protected information

Minimum qualifications (Education and Experience):

- An Associate's Degree in Nursing or licensure as a Licensed Practical Nurse (LPN) is required.
- Being a certified CPR trainer is desirable.
- Experience working with individuals who have disabilities is desirable.

ACCOMMODATIONS: The State of Montana and the Montana School for the Deaf and the Blind makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the recruitment and selection process. For the school to consider any such accommodations, the applicant must notify the school in writing of any needed accommodation by the application deadline.

PROBATIONARY PERIOD: All employees shall serve a probationary period of one year (see A.R.M. Section 2.21.3808(2)). Policy 5123

IMMIGRATION REFORM AND CONTROL ACT: In accordance with the Immigration Reform and Control Act, the person selected must produce within three (3) days of hire, documentation that he/she is authorized to work in the United States. Examples of such documentation include a birth certificate or social security card along with a driver's license or other picture I.D., a United States passport or a green card.

CRIMINAL BACKGROUND CHECK: all successful candidates must submit to a background check, which includes a criminal record review, and must not possess any felony or DUI convictions. Additionally, an "Applicant Release Form" must be completed and signed as part of the application.

INQUIRIES:

Jim Kelly, Director of Student Life
jkelly@msdb.k12.mt.us
Montana School for the Deaf and the Blind
3911 Central Ave
Great Falls, MT 59405
406-771-6120

An Affirmative Action/Equal Opportunity Employer

The Montana School for the Deaf and the Blind is an Affirmative Action/Equal Opportunity Employer (EOE). MSDB will not discriminate in its educational programs, activities, or employment practices, based on race, color, national origin, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, disability, age, political or religious affiliation or ideas, culture, creed, ancestry, social origin or condition, genetic information, sexual orientation, gender identity or expression, military service or veteran status, marital status. Announcement of this policy is in accordance with state and federal laws, including Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Employees and participants who have an inquiry or complaint of harassment or discrimination, or who need information about accommodations for persons with disabilities, should contact the Affirmative Action Officer, Montana School for the Deaf and the Blind.