



**YINGHUA  
ACADEMY**

**Open Position:** Health Service Assistant/Health Para  
**Date Posted:** 08.06.13  
**Location:** Yinghua Academy, 1616 Buchanan St NE, MPLS, MN 55413

**Position Description:**

1.0 FTE Health Para following the Academic Year working days calendar to provide immediate first aid and comfort to injured students and health record keeping duties.

**Qualifications:**

Individual must be certified in CPR, trained in first aid, and have a completed a paraprofessional training through a technical college system or equivalent. Ideal candidate has previous experience working in a Charter School setting with students in Grades KG – 8.

**Responsibilities:**

- Provide immediate first aid and comfort to injured students.
- Provide care to students who become ill or have health concerns during the school day.
- Maintain documentation of immunizations and other health issues as part of the health records.
- Administer medications and provide routine nursing care for students according to physician's orders & parent/guardian requests under the delegation of the Licensed School Nurse.
- Assist with vision and hearing screening.

**Salary:**

Non-exempt, competitive hourly rate offered. Time tracked via timesheets.

Yinghua Academy is an Equal Opportunity Employer

[www.yinghuaacademy.org](http://www.yinghuaacademy.org)

