

Nurse, Infants and Toddlers Program

The Howard County Public School System (HCPSS) is one of the leading school systems in the state of Maryland and the nation. In alignment with our [*Strategic Call to Action*](#), our mission is to ensure academic success and social emotional well-being for our approximately 57,000 students in an inclusive and nurturing environment that closes opportunity gaps. To learn more about employment with HCPSS, please visit <https://www.hcpss.org/employment/>.

DESCRIPTION

Under the supervision of the Coordinator, Early Intervention Services and with direction from the Director of Health Services, the Nurse, Infants and Toddlers Program will provide home and community-based services as part of an inter-disciplinary team. They will service coordinate and/or provide services to children and families eligible for the Infants and Toddlers Program due to medical conditions and health-related safety. Through a coaching model, they will partner with parents/caregivers to ensure service delivery is individualized, meaningful for the family, and grounded in evidence-based practice. Through this collaborative process, they will ensure families' priorities, needs, culture, and values are prioritized as the Individual Family Support Plan (IFSP) is developed and implemented. They will work collaboratively with the Howard County Health Department (HCHD) and community partners to screen, assess, and support children and families.

ESSENTIAL POSITION RESPONSIBILITIES

- Provide education and support to the staff/family/caregiver around diagnosed medical conditions and health-related safety issues for students with Individual Family Support Plans (IFSPs) and provide home-based services to families across Howard County.
- Participate in developmental assessments, development of IFSPs, and home and community visits as a member of an inter-disciplinary team including nursing assessments for medically-involved infants and toddlers, as needed.
- Collaborate with community providers to ensure continuity of services for families including childcare providers, medical providers, social service agencies, and specialty providers serving children. Attend partnership meetings and HCPSS meetings as needed.
- Provide service coordination to assigned caseload including coordinating the development, monitoring, and review of the IFSP.
- Help to facilitate nursing care plans as children are discharged from the NICU and update as appropriate.

The above list is a summary of the functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties.

MINIMUM QUALIFICATIONS

Education:

- A diploma from an accredited school of nursing or an Associate of Arts degree in Nursing from an accredited school.

Licensure:

- Active license to practice registered nursing in the State of Maryland.

Experience:

- Two (2) years of pediatric or community health experience.
- Current CPR, First Aid, and AED certification.

PREFERRED QUALIFICATIONS

- Bachelor's degree in nursing from an accredited school of nursing.
- Nursing experience, in clinical and home settings, supporting and coaching families with infants and toddlers with medical conditions or developmental delays.
- Experience creating and updating or monitoring the implementation of nursing care plans as infants and toddlers are discharged from the hospital.
- Experience coordinating with Howard County community partners such as the health department, hospital, and WIC program to support infants and toddlers and their families.

SELECTION REQUIREMENTS

Applicants who meet the minimum qualifications will be included in further evaluation. The evaluation may be a rating of your application based on your education, training, and experience as they relate to the requirements and preferred qualifications of the position. Therefore, it is essential that you provide complete and accurate information on your application. Please report all related education, dates, and hours of work. Clearly indicate your college degree and major on your application, if applicable.

For education obtained outside the U.S., any job offer will be contingent on the candidate providing an evaluation for equivalency by a [foreign credential evaluation service](#) prior to starting employment (and may be requested prior to interview).

EMPLOYMENT INFORMATION

This is an 11-month per year position in the Howard County Education Association, Educational Support Professionals (HCEA-ESP) employee unit. Compensation will be set within Lane A on the Nurses scale. Step placement will be in accordance with the salary procedures of the Howard County Public School System and the HCEA Master Agreement which considers relevant prior experience. Under the Fair Labor Standards Act, this position is not exempt from overtime.

APPLICATION REQUIREMENTS

Only applicants who submit all the requested information by the closing date of the vacancy will be considered for this position. Interviews will be limited to those applicants who, in addition to meeting the basic requirements, have experiences and education which most closely match the position qualifications and the needs of the school system.

Please note that a completed application includes:

- A complete application form that includes a listing of employment locations with dates of employment and names of direct supervisors.

- All supplemental materials (i.e.: resume, letter of introduction, transcripts) required to verify that you meet the minimum qualifications.

HCPSS requires an official [evaluation of foreign credentials](#) to verify educational qualifications.

For questions regarding this vacancy, please contact recruitmentinquiries@hcpss.org.

Equal Opportunity Employer

HCPSS celebrates diversity and is committed to creating an inclusive environment for all employees and applicants and prohibits discrimination, harassment, and retaliation of any kind. HCPSS is committed to the principle of equal employment opportunity for all employees in providing them with a work environment free of discrimination and harassment. All employment decisions at HCPSS are based on organizational needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, veteran status or present military service, family medical history or genetic information, family or parental status, or any other characteristic protected by federal, state or local laws.