

## JOB DESCRIPTION

Position: Nurse

Desired Qualifications:

- Licensed in California as a registered nurse
- Experience with children and young adults desirable
- Ability to originate, update, and/or monitor health care, maintain records, and implement the camp's health care plan
- Current CPR and first aid certifications
- Trained in universal precautions for infection control
- Desire and ability to work in a children's camp in a wilderness setting
- Ability to work well with others
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, good judgment, patience, and self control

Responsible To: Directors and Assistant Director

Camp Goals: To provide a safe, non-competitive, largely team-oriented wilderness adventure program through which children can have fun, make friends, and build self confidence by tackling challenges and developing new skills.

General Responsibilities:

- To be the health manager for the camp; supervise health and cleanliness standards; work with camp director and staff; and help provide adequate physical health conditions for all.

Specific Responsibilities:

- To unpack and set up the Health Center at the beginning of camp, and to maintain the cleanliness and organization of the Health Center throughout camp
- To participate in and perhaps lead specific areas of staff training pertaining to camp health and safety, CPR, first aid, and use of universal precautions for infection control
- To implement the camp's system for health screening of arriving campers and staff, including ensuring each staff member and camper has on file a completed *Health History and Permission to Treat* form, as required
- To monitor the health of all staff, including kitchen and maintenance staff

- To monitor/evaluate camp procedures, facilities, and conditions and suggest modifications that would create more healthful conditions in the camp
- To help keep secure and administer prescription and non-prescription medications to campers pursuant to doctors'/parents' written instructions
- To keep hours for camper/staff visits
- To advise counselors of any camper health issues of campers in their cabin or tipi
- To advise activity specialists of any camper health issues when they are leading out-of-camp trips
- To check, issue, and stock first-aid kits
- To provide first aid as necessary
- To make appointments, when necessary, with medical/dental personnel in the community
- To arrange for emergency medical care for campers and staff, including emergency transportation
- To conduct inventory of supplies and place orders when necessary, ensuring timely arrival of supplies
- To establish and follow appropriate medical routines including record keeping in the daily medical log, disposal of medical waste, managing and safeguarding medications, and utilizing approved medical protocols
- To keep accident/incident reports that can be used for risk-management assessment
- To keep the Directors apprised of camper and staff health issues and of health/accident trends that might suggest some remedial action is needed
- To be responsible, during emergency evacuations, for obtaining vehicle keys
- To prepare a summary and evaluation of the camp season including inventories and make recommendations for the following season
- To assist in other aspects of the camp such as answering the phone and helping with the camp store
- To store supplies, close up the health center at the end of the season, and organize records
- These are not the only duties to be performed. Some duties may be reassigned and other duties may be assigned as required

#### Essential Functions:

- Cognitive and communication abilities to plan and implement the camp's health care plan
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques

- Possess strength and endurance required to maintain constant supervision of campers and staff
- Ability to drive to a doctor or emergency treatment locations, lift/assist campers or staff, and read prescriptions and health forms
- Ability to carry out all duties at an elevation of at least 6,200 feet
- Possess physical ability to move quickly throughout the camp and surrounding areas where camp activities are conducted
- Visual and auditory ability to identify and respond to environmental and other hazards related to camper activities, and to assess unsanitary, unhealthful and dangerous conditions of the camp
- Physical ability to respond appropriately to situations requiring first aid and CPR, to assist campers in emergency situations (fire, evacuation, illness, or injury), and to communicate via radio and telephone to summon help