**JOB DESCRIPTION**

Job Title: Camp Nurse  
Reports to: Health Center Director

**Job Summary**  
Health Center Nurse is responsible for providing first aid care for campers and staff, overseeing the administration of medications to campers and staff, coordinating visits to a physician when needed, monitoring health and cleanliness standards, organizing paper work and maintaining file organization. Work with the camp director, head nurse and various staff, help provide adequate physical health conditions for all, and assist staff with tasks as necessary.

**Job responsibilities:**

- The nurse works closely with the Head Nurse and camp physician to promote good health and provide health care when required.
- Ensures that the health center is kept clean and stocked with appropriate supplies and medications.
- Participate in and lead specific areas of staff training pertaining to camp health and safety, CPR, first aid, and use of universal precautions for infectious control.
- Keep accident/incident reports that can be used for risk-management assessment. o Organize and log incident reports into medical log (maybe be an online log)
- Care for ill or injured campers or staff
- Providing First Aid for minor injuries and illnesses o Cuts, scrapes and bruises o Bee stings o Dehydration and sunburn o Home sickness
- Keeps a daily medical log and maintains and documents the camper/staff chart.
- Keeps track of patients requiring follow-up visits for medical care.
- Organize all camper medication and set up “dispensing system” with medication binders with instructions. o Organizing all resident camper medications for dispensing that week (Sunday-Sunday) o Organize incoming day camper medication if necessary o Be the point of contact with parents when receiving medication and dispensing instructions. o Dispenses and keeps a record of daily medications administered.
- Observes at all times all areas of camp to ensure optimum levels of health and safety for campers and staff.
- Establish and follow appropriate medical routines including; clear, accurate and concise record keeping for campers and staff in daily medical log, disposal of medical waste, managing and safeguarding medications, and utilizing approved standing orders. o Makes sure that medications are locked in the medication room in the health center unless other options are discussed and approved by the camp doctor.
- Pre-Camp and during camp lice checks and prevention
- Set up and run a system of health screenings for arriving campers and staff. o Screening of incoming resident campers on first day o “Spot” screening of incoming day campers on Monday morning
- Provides first aid kits for all field trips and special events. Epi-Pens and camper medication given to the counselor before departure.
• Obtains lists of campers and staff scheduled for hiking, biking, canoe and any other trips and discusses special needs with the head staff member as well as individual counselors.

o Provides specific medications as required by campers/staff to the head staff member. Non-participation in trips is a joint decision made by the camp director, head nurse and head staff member in charge of the trip.

• Prepares and maintains a first-aid kit for each bunk. Each kit should be reviewed for inspection following each week for re-stocking if necessary.

• Monitor health of all staff.

• Be a medical resource that would bridge the gap between basic medical knowledge and calling 911.

(Sometimes we just need someone with medical knowledge to tell us what to do when it's not a 911-emergency.)

• Monitor/evaluate camp procedures, facilities, and conditions and suggest modifications that would create more healthful conditions at camp.

• These are not the only duties to be performed Some duties may be reassigned and other duties may be assigned as required. One nurse is always on-call during non-health center hours

**Qualifications:**

• LPN or RN, or current nursing students preferred

• State of Connecticut Registered Nursing License, Active

• Certification in First Aid & CPR

• Pediatric experience preferred

• Previous camp experience preferred

**Essential Functions:**

• Ability to communicate and work with groups participating (age and development levels), and provide necessary instruction to campers and staff

• Ability to communicate with parents

• Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management techniques

• Ability to read prescriptions and heath exams for the nurse practitioner or camp consulting pediatrician

• Physical ability to get to remote locations on camp property quickly

• Friendly, happy, with a good sense of humor (laughter can be the best medicine)!

• Ability to originate, update, and/or monitor healthcare, maintain records, implement a health plan

• Ability to make decisions and take initiative

• Ability to use the telephone

• Ability to observe and assess unsanitary or unhealthy conditions of camp

• Ability to keep neat and orderly records
• Ability to lift or assist campers or staff

**Special Notes:**

Residential and Shift positions available. Camp Tuition benefits may factor in

Job Types: Temporary, Contract