

CAMP SUSQUEHANNOCK FOR GIRLS

JOB DESCRIPTION: HEALTH CARE MANAGER/NURSE

MINIMUM QUALIFICATIONS:

- Licensed in Pennsylvania as a registered nurse
- Experience and with children and young adults desirable.
- Desire and ability to work with children and staff outdoors, in a rural, rustic setting.
- Ability to originate, update, and/or monitor health care, maintain records, and implement the health care plan.
- Current CPR and first aid certifications.
- Must have a valid drivers license and be able to drive.
- Mature, organized, responsible, and a dedicated person, capable of covering the camp in the absence of other senior staff.
- Ability to accept guidance and supervision.
- Must be an advocate for overnight camping.
- Must relate well to children ages 7-17, parents, supervisors, colleagues and subordinates.
- Must be a good communicator and positive role model.
- Must be enthusiastic, energetic, self-controlled, patient and accept assignments in all areas of camp life in a cheerful manner.
- Ability to be flexible when required.

RESPONSIBLE TO:

Site-Directors

CAMP GOALS:

The goal of the Susquehannock Camps is to maintain a healthy and safe environment at all times for campers and other staff. We aim to give our campers a healthy, educational, happy summer of group living in the out-of-doors, and to aid in the development of physically and morally strong young people who will make good citizens with high ideals.

Through the program and the various aspects of camp life, Susquehannock seeks the following specific objectives:

1. To enhance self-esteem and develop courage, poise, self-confidence, self-reliance, and independence.
2. To teach the importance of each person's contribution to a group by enabling all campers to participate, no matter how skilled.
3. To teach campers to live by the rules of life through the discipline and challenges of team and individual sports, games, and outdoor living.
4. To enrich campers' lives by teaching many team and individual sports through increasing physical fitness and providing values which will carry over the rest of their lives.
5. To teach habits of neatness, cleanliness and responsibility for the "care and maintenance" of one's person and belongings.
6. To develop tolerance and respect for all other human beings and all living things.

7. To increase one's awareness of and appreciation for our natural environment; instill a desire for the conservation of it and develop a capacity to live in it.

GENERAL RESPONSIBILITIES:

To be the health manager for the camp, supervise health and cleanliness standards; work with the camp staff; and help provide adequate physical health conditions for all. Ensure that all campers have a safe, wonderful, healthy, busy summer consistent with the philosophy of The Susquehannock Camps.

SPECIFIC RESPONSIBILITIES:

1. Ensure each staff member and camper has on file a health history and examination form, as required.
2. Set up a system for health screening for arriving campers and staff, as well as a system for health screening trips out-of-camp.
3. Conduct inventory of supplies and place orders when necessary, ensuring timely arrival of supplies.
4. Establish and follow appropriate medical routines including daily medical log, disposal of medical waste, managing and safeguarding medications, and utilizing approved standing orders.
5. Coordinate coverage of the health center.
6. Post hours of daily medications and health call.
7. Make appointments, when necessary, with medical/dental personnel in the community.
8. Check and issue first aid kits.
9. Provide staff leading trips out of camp with camper health forms (copies), medications and instructions for use.
10. Keep staff informed of camper medical information on a need-to-know basis. Helping ensure that any "special instructions" from parents are carried out.
11. Participate in and lead specific areas of staff training pertaining to camp health and safety, CPR, first aid, and use of universal precautions for infection control.
12. Wash sheets for campers who wet their beds.
13. Keep accident/incident reports that can be used for risk-management assessment.
14. Attend all senior staff and regular staff meetings which are generally scheduled during rest hours.
15. Prepare summary and evaluation of the camp season including inventories, staff evaluations, camper reports on health problems, and make recommendations for the following season.
16. Monitor health of all staff, including kitchen staff.
17. Monitor/evaluate camp procedures, facilities, and conditions, and activities and suggest modifications that would create more healthful conditions in the camp.
18. Keep Site-Director informed of any disciplinary or behavioral concerns with either campers or staff.
19. Help as needed with other senior staff to take turns as evening Officer on Duty and with special trips to town. Be a utility driver as needed (must have a valid driver's license).

20. Be a role model for the camp, supporting the Site-Director and staff and upholding the traditions and philosophy of The Susquehannock Camps.
21. These are not the only duties to perform. Some duties may be reassigned and other duties may be assigned as required.

ESSENTIAL FUNCTIONS:

- Ability to drive to doctor or emergency treatment locations.
- Ability to lift/assist campers or staff.
- Physical ability to respond appropriately to situations requiring first aid.
- Ability to read prescriptions and health exams from physicians.
- Ability to get to remote locations on camp property quickly.
- Ability to observe and assess unsanitary or unhealthy conditions of camp.
- Cognitive and communication abilities to train staff and campers in safety regulations and emergency procedures.
- Visual and auditory ability to identify and respond to environmental and other hazards related to camp activities.
- Ability to communicate and work with groups participating (various ages and skill levels), and provide necessary instruction to campers and/or staff.
- Abilities to observe camper and staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Be able to use office equipment, telephone and keep neat and orderly records.

POST CAMP RESPONSIBILITIES:

- Duties as assigned by Site-Director.