



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Job Title: Camp Nurse

Department: Overnight & Day Camp

Supervisor: Camp Director

Camp Sloane YMCA is a 90+ year-old independent, non-profit charitable overnight and day camp. Camp Sloane YMCA is a member organization of the YMCA of the USA, licensed as a Youth Camp by the State of Connecticut and accredited by the American Camp Association. Our mission is to put Judeo-Christian principles into practices through programs that build healthy spirit, mind and body for all. Our campers come from the New York City metropolitan area and beyond, and represent a large diversity in socio-economic, religious, racial and ethnic background. Our staff members pride themselves on being positive role models whom our campers will remember for the rest of their lives.

Job Description:

The Health Lodge staff is comprised of a Resident Camp Nurse, a Health Lodge Coordinator and several per diem RN's. We place a strong emphasis on the overall wellness of campers and staff as well as care for the sick and injured. The Camp Nurse, working under the standing orders of the camp physician, attends to all medication distribution, illnesses and injuries of both campers and staff.

Requirements:

1. 21 years of age
2. Licensed as an R.N to practice in the State of CT
3. Physical and mental endurance to respond or assist in responding during an emergency
4. Ability to lift 50 lbs.
5. Can work long days (12 hours +) involving significant amounts of physical labor (standing, walking, lifting, carrying, using tools, etc.)
6. Can communicate effectively with people of all ages, genders, and backgrounds (including racial, national, ethnic, sexual orientation, and socioeconomic)
7. Current CPR and First Aid
8. Willingness to live on-site for the duration of the agreed upon dates. We offer 8-week, 2-week and 1-week agreements for nursing staff, along with per diem coverage roles.

Preferred:

1. Preferred experience in pediatrics, emergency room, pre-hospital environment or as a school nurse
2. Preferred experience as a nurse in a summer camp setting

Experience:

1. Ability to relate to children, parents and college-aged staff is essential
2. Show maturity, good judgment, creativity and experience in a variety of situations

Responsibilities:

- Ensure camper and staff safety, health and overall well-being.
- Attend and complete all staff paperwork and trainings.
- Ensure all camper and staff health records are up to date. Follow up with parents via phone for missing health records.
- Maintain and review all daily health lodge visit records using electronic record keeping system. Ensure complete documentation of all treatment given, phone calls to parents and physicians and all follow up health care plans and actions.
- Oversee regular Health Lodge activities, including:
 - i. Sick-Call
 - ii. In-patient care
 - iii. Administration and documentation of medications and treatments
 - iv. Planning for, and making arrangements for, advanced medical treatment for campers and staff. Camp Nurse is responsible for determining when campers and staff need to be seen by a doctor or taken to the ER
 - v. Determine when 911 needs to be called
- Represent camp as liaison with parents and physicians with appropriate, timely, and professional communication.
- Assume all nurse's roles and responsibilities including approving and signing for all meds given under "standing orders" and ensuring daily completion of MAR's
- Respond to camp emergencies. Keep emergency equipment in good order with routine checks.
- Maintain an awareness of campers with specific medical issues or special needs, including self-carry medications.
- Report all injuries immediately and fill out appropriate forms.
- Use the Behavior and Disciplinary Action Plan when correcting a camper.
- Become CPR & First Aid certified prior to the start of camp.
- Assist in meeting and maintaining YMCA, State, and ACA camping standards.

Leadership Competencies:

Mission Advancement: Accepts and demonstrates YMCA core values. Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Demonstrates a desire to serve others

and fulfill community needs.

Collaboration: Seeks first to understand the other person's point of view, and remains calm in challenging situations. Builds rapport and relates well to others. Takes initiative to assist in developing others.

Operational Effectiveness: Strives to meet or exceed goals and deliver a high-value experience for members. Embraces new approaches and discovers ideas to create a better member experience. Makes sound judgments, and transfers learning from one situation to another.

Personal Growth: Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Demonstrates an openness to change, and seeks opportunities in the change process.

Essential Job Functions

- I. Maintain an organized, informed Health Lodge**
 - a. Lead and guide campers and staff interactions with the health lodge, working to ensure a positive experience for each camper
 - b. Advise Camp Administration of issues that you feel are prevalent to camp operations
 - c. Be prompt when communicating camper whereabouts with office personnel
 - d. Work toward meeting and maintaining YMCA and ACA Camping Standards and Best Practices
 - e. Ability to learn and use CampMinder online system for logging all treatments.

- II. Provide High Quality of Care**
 - a. Oversee regular Health Lodge activities, including:
 - Sick call
 - Med pass
 - In-patient care
 - Camper and Staff health orientation
 - Treatments of all campers and staff
 - Adequate record keeping; completion of all required documentation in order to follow the plan of care
 - b. Communicate effectively with Camp Director and other health lodge staff to ensure time off is scheduled in advance and taking everyone's schedules into consideration
 - c. Be willing to give and receive constructive criticism as well as learn from your experience
 - d. Maintain a professional demeanor at all times while working with staff, campers, or guests of Camp Sloane
 - e. Develop a positive working relationship with all administrative staff

- III. Maintain Staff and Camper Safety**
 - a. Prioritize child safety as it pertains to Child Sexual Abuse. Maintain a rule-of-three supervision at all times. Report any suspicions of any employee that you suspect of sexually abusing a child to your supervisor immediately.

- b. Maintain a vigilance for Peer-to-Peer Child Sexual Abuse. Immediately stop any untoward behavior and report to your supervisor immediately.
- c. Maintain CLEAN and disinfected living and work area
- d. Report problems to Camp Director or Executive Director in a timely fashion
- e. Assure that all health facilities are clean after each use
- f. Guard the safety and welfare of all campers, reporting all accidents immediately and documenting them properly (incident reports)
- g. Log all incidents (even minor ones) using the incident reporting system and be sure to inform your immediate supervisor regarding the incident

IV. Be an Effective and Impactful Leader

- a. Be a role model for staff and campers
 - Model the four character values of Caring, Honesty, Respect, and Responsibility
 - Prevent negative or inappropriate influences from being a part of campers' and staff's time at Tockwoh (i.e. mature language/discussions, illicit materials, nicotine products, etc.)
 - Generally lead by example and exhibit the behaviors you expect of others
- b. Enforce the rules of camp evenly and fairly to all campers and staff
- c. Develop a positive working relationship with peers, supervisors and directors based on mutual respect

Be prepared to accept additional responsibilities as deemed necessary by the Camp Directors and/or the Executive Director.

Camp Sloane YMCA reserves the right to change this job description as conditions change.

By signing your staff agreement, you acknowledge that you have read this job description thoroughly, and that you are both able and willing to fulfill the requirements of the position enumerated above.