



Procter Summer Camp, a ministry of the Episcopal Diocese of Southern Ohio, creates a place for children, youth, and families to grow in faith, sing, learn, play and pray in the peaceful farmland of London, Ohio. By demonstrating and encouraging Christian community we are showing daily what the world could be like. At Procter, the camp staff is intentional about sharing God's love with one another and our campers; children and adults. We seek and serve Christ in all people with whom we interact at camp, modeling joy, respect, and inclusiveness.

For each session of camp Procter retains a Health Care Provider (HCP) and/or Camp Nurse to ensure the health and safety of campers and staff. When they partner with the Camp Director and leadership team, the HCP is a vital part of our camp staff!

Position Purpose:

The Health Care Partner is responsible for overseeing the health and safety of campers and staff.

Essential Job Functions:

1. Be an enthusiastic member of the camp staff
 - ♦ Provide an active presence to campers and staff, such as being present at evening activities and afternoon games for first aid needs.
 - ♦ Keep a walkie-talkie and cell phone in your possession at all times.
 - ♦ Be on call at all times when camp is in session.
2. Provide health care and support to meet individual needs of camp staff and campers
 - ♦ Support the Camp Director addressing camper needs such as eating disorders, suicidal thoughts, mental health issues, potential abuse and traumatic experiences (assist in reporting as needed), bullying and homesickness
 - ♦ Follow health care policies and treatment procedures as described in the Camp Manual.
 - ♦ Complete a "Nurse Transition Form" for the incoming HCP at the close of each session
3. Organize, maintain, and utilize camp Health Center resources to serve medical and health needs of the
 - ♦ Monitor and inventory of medical supplies and equipment, submit requests for resupplies as needed
4. Oversee First Aid procedures and supplies.
 - ♦ Respond to camper and staff first aid needs and emergencies.
 - ♦ Ensure supplies are well stocked and distributed as needed.
5. Maintain accurate and detailed medical records according to the American Camp Association and Ohio state standards.
 - ♦ Ensure staff and camper health examinations are current and on file.
 - ♦ Prepare and utilize daily medical log for treatment and medications.
 - ♦ Prepare and record insurance and accident report forms.
6. Screen all campers and staff who are arriving and departing camp.
 - ♦ Be present at camper check-in to meet each family, and verify health history and examination.
 - ♦ Verify emergency authorization.

- ♦ Identify any observable evidence of illness, injury, or communicable diseases and conduct a health assessment if necessary.
 - ♦ Keep and dispense all medications used by campers and staff.
7. Supervise sanitary conditions throughout camp.
- ♦ Report any health problems or symptoms of illness to the Camp Director

Other Job Duties:

- ♦ Perform any tasks beyond those assigned, as help is needed.
- ♦ Be responsible for contacting parents concerning the status of their child's health

Equipment Used:

- Procter sets up a Health Station in an office adjacent to in the main activity hall. Campers come for their medications at Breakfast and Dinner, and for first aid needs. There are rooms available to quarantine sick campers if necessary.
- For medical and emergency needs, Procter is nine miles from Madison Health, in London, Ohio.

Qualifications:

- ♦ Registered nurse (RN), Physician, other medical professional
- ♦ Current license
- ♦ Current certified in BLS, PALs, and/or ACLS
- ♦ Driver's license.
- ♦ Experience in both children and adult illness/injury care.
- ♦ Desire to work in a residential setting with children and adults.

Knowledge, Skills, and Abilities:

- Willingness to be a collaborative part of the camp staff community.
- Experience working with children strongly desired
- Past experience in a summer camp setting preferred.

Physical Aspects of the Job:

- ♦ Ability to maintain confidentiality and discretion.
- ♦ Ability to read and follow directions on medication labels, health forms, physician orders, and parent letters.
- ♦ Ability to use a telephone.
- ♦ Maintain record system, potentially in the CampBrain software system
- ♦ Ability to quickly get to remote locations on camp property over uneven terrain.
- ♦ Ability to communicate with parents, staff, and administration about camper health concerns.
- ♦ Possess endurance to meet emergency needs.

Employment is contingent on passing receipt of an FBI/BCI background check and Safe Church abuse prevention training. They are to be present throughout the residential camp program. Periods of time off will be provided daily. Living onsite while camp is in session is a requirement for the position. A private, air conditioned room, and all meals during sessions are provided. Children of the HCP may attend a camp session free of charge. Stipend is \$350 for Family Camps, and \$500 for all other camps.

Please apply online at: <https://proctercenter.campbrainstaff.com/>

Contact: Andrea Foote, afote@proctercenter.org.

