

KIEVE WAVUS EDUCATION

Assistant Health Center Director

Summary

This person works closely with the Health Center Director, and when necessary, KWE's Healthcare & Risk Director to support the healthcare and safety of approximately 250 campers aged 8–17 for two, 26-day sessions from mid-June to mid-August.

Qualifications

This person must be flexible and adaptable to a wide range of tasks and interactions; it is essential to come to work every day with a positive attitude and eager to learn and apply new skills in health care. This person must be punctual, reliable, patient, organized, and eager to learn and empower others.

Primary Responsibilities

Health Center Protocols

- Help execute all health care protocols in the health center, which ranges from helping to care for injured and ill campers and staff, to the documentation of all summer camp health care incidents in Campminder and as directed.
- Complete daily intake and inputting of all Med Minute forms from the prior evening's staff members on duty, and the communication of health concerns to the appropriate staff.

Forms & Medication

- Help to intake, review, and organize all camper medical forms.
- Help with inventory and tracking the use of any medical supplies from the health center.

Staff Training

- Work with the Health Center Director to facilitate health care training during staff orientation.
- Encourage and promote health maintenance and accident prevention, ranging from sunscreen application to hydration reminders to nightly tick checks.

Emergency Support

- Respond to emergencies when necessary, ranging from supporting the Emergency and Crisis Response Plans, to coordinating visits to the emergency room or offsite medical providers.
- Collaborate with Tripping and In-Camp Directors to support any evacuation plans and must be comfortable communicating with parents as directed.

Kieve Wavus Education empowers people to contribute positively to society by promoting the values of kindness, respect for others, and environmental stewardship through year-round experiential programs, camps for youth and adults, and guidance from inspirational role models.

