



## **Summer Camp Health Center Director**

### **Qualifications**

This person must be a registered nurse, nurse practitioner, physician assistant or physician with experience working with children. They 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 they should be eager to learn and apply new skills. This person must be punctual, reliable, patient, organized, and eager to teach and empower others.

### **Mission**

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.

### **Summary**

This person works closely with the Healthcare & Risk Director, and when necessary, KWE's consulting physician, in addition to leading the Health Center staff. This person helps oversee and coordinate staff training and the healthcare and safety of approximately 250 campers aged 8-16 for two, 26-day sessions from mid-June to mid-August.

**Responsible to:** Healthcare & Risk Director | Summer Camp Directors

### **Primary Responsibilities**

*Health Center Protocols* | This person must oversee the summer camp health center and all healthcare protocols. This ranges from helping to care for injured and ill campers and staff, to the documentation of all summer camp healthcare incidents in CampMinder and as directed. This also includes the 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* | In addition to helping sort and dispense daily medication to campers and staff for dispensing on wilderness trips, this person is essential in helping to intake, review, and organize all camper medical forms. They will also help with inventory and will track the use of any medical supplies from the health center.

*Staff Training* | This person will work with the Healthcare & Risk Director to facilitate and lead healthcare training during staff orientation. They will encourage and promote health maintenance and accident prevention, ranging from sunscreen application to hydration reminders to nightly tick checks.

*Emergency Support* | This person will 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. They will collaborate with Tripping and In-Camp Directors to support any evacuation plans and must be comfortable communicating with parents as directed.

*Support of the Organization* | Kieve Wavus Education is an educational nonprofit that requires a highly dedicated team to function. Each employee should understand our mission and be ready to do work not specific to their job description in order to fulfill it.