



YMCA Camp Bernie **Summer Camp Job Description**

Job Title: Health Officer

Reports To: Camp Nurse and Executive Director

Position Purpose: The Health Officer furthers the mission of YMCA Camp Bernie by overseeing the health and wellness of all camp participants while on duty in the Wellness Center. The Health Officer ensures and provides for adequate physical conditions for all.

Essential Job Functions:

1: Maintain the operations of the Wellness Center in coordination with Camp Nurse.

- a. Be present at the Wellness Center or available on-site during evening, overnight, and other scheduled hours.
- b. Review a camper's health form and standing orders prior to treating each medical issue. Log all medical interactions thoroughly.
- c. Consult with Camp Nurse regarding any significant medical issues or injuries.
- d. Properly dispense medication at med calls, treat medical issues at health calls, and respond to any emergency medical situations.
- e. Safeguard medications in storage in the Wellness Center.

2: Maintain Documentation & Communication

- a. Communicate with staff whenever their campers need to remain in the Wellness Center or be transported off site for treatment.
- b. Coordinate with Camp Nurse in communicating with parents in accordance with established conditions to inform them of significant injuries, illness, or visits to off-site facilities. Log these communications.
- c. Ensure proper sign-out procedures for campers being picked up by parents in the Wellness Center.
- d. Complete and submit incident reports for significant injuries.
- e. Maintain files for camper paperwork returning from outside medical facilities.

3: Promote healthy habits within the camp community.

- a. Encourage staff and campers to have healthy habits such as frequent hand-washing, hydration, and tick checks.
- b. Perform health screenings of all campers checking in to camp in a timely fashion.

Other Job Duties:

- a. Be an engaged member of the Camp community.

- b. Be available for quick response in the event of a health emergency at camp. Keep camp issued walkie-talkie charged and available, monitoring calls at all times.
- c. Attend meetings as requested by Summer Camp Directors, Senior Program Director and/or Executive Director.
- d. Any and all other added responsibilities as requested by the Camp Nurse and Executive Director.

Qualifications:

- a. Current CPR, AED, First Aid, and O2 certifications
- b. Additional medical experience is preferred
- c. Experience with children and young adults is desirable
- d. Ability to be comfortable and calm in emergency medical situations
- e. Desire to work in a camp community
- f. Ability to communicate clearly with staff and campers

Compensation:

- a. This position is paid at a weekly rate of \$600. On-site room and board will be provided.

Physical Aspects of the Job:

- a. Visual and auditory ability to identify and respond to environmental and other hazards.
- b. Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in the event of an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

Note:

Some physical requirements of this position could be endurance including prolonged standing, some bending, stooping, walking long distances, hiking, climbing, and stretching; requires eye-hand coordination and manual and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs; willing to work with limited or simple equipment and facilities; and with daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc. dexterity to manipulate outdoor equipment and camp activities; requires normal range of hearing