

## **JOB DESCRIPTION: NURSE**

Responsible to Program Coordinator and Camp Manager

### Qualifications:

1. Active membership in the Christian church.
2. Desire and commitment to serve God through a program of outdoor ministry.
3. Current Ontario Registration with the College of Nurses as a registered nurse (RN), or a registered practical nurse (RPN), or equivalent.
4. Current certificate of St. John's Ambulance first aid program or Red Cross first aid program.
5. Open, mature person.
6. Experience in first aid treatment and camp nursing.

### Responsibilities:

1. Attend full training program or day session during training week, if possible to:
  - a. Become acquainted with the staff.
  - b. Be provided with additional information about camp life.
  - c. Discuss health and safety procedures, precautions and routine with the staff.
  - d. Guide Counsellors in regards to their responsibilities in noting and reporting illness, injury or unsafe practices and conditions that might contribute to campers or staff accidents.
  - e. Guide Counsellors in identifying and reporting campers' dietary habits, failure to eat a variety of foods, rapid gain in weight or loss of sleep, nail biting, thumb sucking, bed wetting, and withdrawal of homesickness.
  - f. Instruct Counsellors in current first aid methods. All such treatments by Counsellors must be reported back to the Nurse.
2. Make physical check of campers on their arrival and review all health records, discussing particular items with the parent/guardian concerned.
3. Be responsible for any medication and first aid supplies brought by campers. Use as directed by camper's physician.
4. Report all admissions to the infirmary and all major illnesses to the Program Coordinator.
5. Check the living quarters and camp health and safety conditions daily.
6. Observe and correct the dishwashing procedures after each mealtime.
7. Prepare and maintain first aid kits for kitchen, waterfront areas, and out trips.
8. Administer all medications and treatments according to physicians' order and keep records of all such treatment. (This should be in a daily medical log and report.)
9. Know how to reach the hospital used for emergencies, ambulance, route to the hospital, and emergency procedures on site.
10. In addition to the close of camp evaluation, make a written report to include:
  - first aid equipment inventory,
  - requisitions for next summer,

- treatment records of campers and staff,
- infirmary and hospital admissions,
- recommendations for routine and general health procedures for the entire camp.

**11.** Participate in staff meetings.

**12.** Attend final evaluation meeting and follow up and conclude business as necessary at the end of each session and the summer program.