

Job Description Health Supervisor

Summary/Objective:

Under minimal supervision, provide an effective healthcare program by providing direct health assistance, assessment, and medication administration for the campers and staff. Work directly with unit staff and girls as needed. Support and encourage a healthy and sanitary camp community, and actively promote and support Camp's mission and goals through the Girl Scout Leadership Experience to ensure the delivery of a quality experience for campers.

Reports to: Camp Director

FLSA Status: Seasonal- Exempt

Essential Functions:

Physical and Mental Demands:

- Ability to live in camp community with other staff.
- Possess mental and physical strength and endurance required to maintain constant supervision of others (staff and campers) under care in wellness center.
- Ability to lift/assist campers or staff.
- Ability to go without personal electronic devices for a number of days at a time while on duty.
- Prolonged standing, some bending, stooping, walking long distances, hiking, climbing, and stretching; requires eye-hand coordination and manual dexterity to manipulate outdoor equipment and camp activities; requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 40 lbs; with daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc.

Program

- Manages and implements the camp's health care plan and follow medical protocols.
- Provides basic health care and emergency First Aid to campers and staff per physician's medical protocol.
- Administer camper and staff medications per established procedures.
- Maintain and complete necessary records and reports.
- Supervise sanitation and safety throughout the camp.
- Check and issue First Aid kits weekly.
- Assist in the planning and delivery of pre-camp, in-service staff trainings and weekly meetings.
- Assist in fun and meaningful activities to campers, model constructive and enthusiastic participation in all program areas.
- Assist with ordering, purchasing, and distributing supplies necessary for health and safety.
- Oversee food service needs and coordinate with kitchen staff for campers with chronic health conditions (diabetes, severe allergic reactions) to ensure procedures are followed.
- Participate in pre and post camp, inventory, and general clean-up as assigned.

Staff & Camper Support

- Provide health care, supervision, and support to camp staff and campers.
- Develops and facilitates health and safety trainings and/or information sharing for camp staff in coordination with the Camp Director.

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- In coordination with the Camp Director create and document camper health information, treatment, assessment, calls to parents/guardians and communicates daily regarding camper or staff needs.
- Understand and know staff and campers - help them to respect the faiths of others and to appreciate differences and similarities so that campers get the most out of their stay at camp.
- Ability to place needs of girls and camp above personal desires.

Health & Safety

- Participate in and lead specific areas of staff training pertaining to camp health and safety and universal precautions for infection control.
- Ability to observe camper and staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management techniques.
- Responsible for the cleanliness of the wellness center daily; including by not limited to disinfect beds, laundry, bathroom, high touch surfaces, and restocking of necessary supplies, garbage/recycling, etc.
- Utilize camp provided transportation as needed.

Systems & Communication

- Be available at all times via radio “walkie talkie” when on site.
- Maintain strict confidentiality and professionalism when handling sensitive information regarding campers or staff members.
- Prepare a weekly summary and evaluation including inventories, MAR sheets, parent/guardian calls, reports on campers and staff health problems, and recommendations.
- Assist in the planning and delivery of in-service staff trainings and weekly meetings.
- Instruct staff and campers in established emergency procedures such as fire drills, evacuating the cabin, etc. and understand your role in crisis management.
- As a member of the camp’s administrative team, assist in the development and implementation of routines, schedules, and procedures for camp operation.
- Maintain clear and positive verbal communication with all campers, co-workers, parent/guardians, volunteers, vendors, or partners.

Positive Relationships

- Contributes to the diversity emphasis of the council by ensuring that all materials, activities, and programs are sensitive to and reflective of the interest, values and needs of people of all racial /ethnic groups, cultures, belief systems and abilities.
- High level of customer service with parents/guardians, fellow staff, council staff, community, and vendors.
- Recognize and respond to opportunities for problem solving within the staff and camper groups.
- Address conflicts between staff and/or campers and communicate with parent/guardians as needed.
- Support and promote campers and fellow staff to take risks and seek challenges.

Competencies:

- Develop knowledge of ACA Health Care Standards.
- Ability to communicate with, and provide direction to, staff and campers of varying age and skill levels.
- Cognitive and communicative ability to manage multiple areas of camp program and operations.
- Ability to visit and inspect the camp’s living units, program areas, food service, and administrative office.
- Knowledge of common camper illnesses and proper sanitation in group living communities.
- Ability to identify and respond to environmental and other hazards related to camper supervision.
- Ability to make immediate decisions in a crisis and to handle emergency situations in a calm manner.

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- Knowledge in safe use and storage of medicine, pesticides, and other chemicals.
- Ability to read and understand prescriptions, health history records and physicians' orders.
- Ability to maintain accurate written health care logs, records, reports, and documentation.
- Ability to get to remote locations on camp property quickly.
- Ability to communicate effectively with campers, parents, and staff.
- Ability to observe and assess unsanitary or unhealthy conditions of camp.

Eligibility Requirements:

- Minimum 21 years of age.
- Current Arizona EMT, LPN, Physician, PA, or RN license; and CPR certification.
- Current driver's license and a safe driving record
- 6-day work week with weekends required. 24-Hour break period.
- This position is designated as a safety sensitive position.