

LAKE GREELEY CAMP

A private co-ed summer camp in the Pocono Mountains

Winter Office

P.O. Box 219

Moscow, Pennsylvania 18444

570-842-3739

570-842-0410 - fax

info@lakegreeley.com

www.lakegreeley.com

Camp Nurse

Desired Qualifications: See below.

Experience: Experience in a childcare setting is preferred, but not necessary.

Responsible to: Infirmary Director.

The Nurse is expected to be a team or group worker in helping to carry out the principles and policies as well as the objectives of Lake Greeley Camp.

Qualifications:

- R.N. licensed to practice in the State of Pennsylvania.
- Knowledge of and training in first aid and certified in CPR.
- Experience with children and young adults in the areas of health and medical emergencies.
- Sensitivity to children and an ability to enjoy and work with them daily.
- Ability to work productively in a stressful environment.
- Ability to keep accurate records as required by State Law, the American Camping Association, and the administration of Lake Greeley Camp.
- Ability to write quality reports.
- Ability to provide positive leadership for children and adults.
- Ability to teach both formally and informally.
- A sense of humor.
- Good health and physical endurance.

Responsibilities:

The Camp Nurse provides medical, health, educational and professional guidance to both campers and staff. The Nurse maintains a healthy camp by promoting and stressing good health habits, preventing incidence, and spread of disease, preventing accidents by promoting and following safety and health rules. The Camp Nurses administer and maintain the camp infirmary at all times, and will have at least one nurse on-call 24-hours a day.

The Camp Nurse utilizes creativity and professional expertise to help campers and staff develop practical health knowledge that has a direct carry-over into their home lives. Through participation in the camper program, informal discussions, and formal teaching, the Nurse promotes awareness and knowledge in the areas of hygiene, safety, physical fitness, first aid, nutrition, and emotional health.

Specific Responsibilities:

- Arrive at camp prior to the beginning of staff training to open infirmary, review current standing orders, develop staff training presentation, and organize procedure for health and emergency care.
- Be familiar with the American Camping Association and Pennsylvania State Regulations relating to the health and safety of all in the camp.
- Participate actively in the maintenance and development of high standards of health and safety.

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- Develop in cooperation with the camp administration the basic aims of the Camp Health Program and the means of achieving these aims.
- Present these to the staff during staff training conference and provide training experiences to the camp staff.
- Work from physician's standing orders and consult with physician thereafter.
- Advise camp administration when out-of-camp medical/health assistance is required/prudent/advisable.
- Screen all campers within 24 hours of arrival at camp; examine periodically thereafter. Staff members must be screened prior to the arrival of campers.
- Maintain Infirmary; clean, sanitary and well stocked with supplies.
- Keep all first aid kits appropriately stocked and serviceable.
- Provide infirmary hours of operation after breakfast and dinner and be available for emergencies (at specific activity sites, facilities, and camp vans).
- Provide complete information to staff concerning their campers; both interpreting pre-season health forms and regular camp check-ups.
- Communicate frequently and regularly with Rosemary Buynak and the Camp Director. Call camper parents when necessary.
- Maintain accurate, specific records of all injuries, illnesses, medications, and treatments administered. Data is to be kept in a bound log.
- Complete insurance forms and inventories as necessary.
- Work closely with other nurses in developing uniform procedures, educational materials, and presentations.
- Monitor and provide supportive suggestions for health and safety at the water front, in all areas of camp food service and in the campers daily program.
- Provide an active presence in the camp community, including the interaction with campers in their campsite homes.

The job description is part of your employment contract. Please bring it with you when you arrive at camp. Your responsibilities will be reviewed in more detail during our orientation period. If you have any questions please call (570) 842-3739 and ask for the Staff Director.