



Nurse Job Description

Job Summary: Falcon Camp nurses are responsible for the care and supervision of all medical services. This care includes looking after ill or injured campers or staff, administering medication, communication with parents and counselors, organization of medical information, medications and first-aid kits, as well as keeping records of camper visits.

Reports to: Lynne Rodrigues, Health Center Director and Dave Devey, Camp Director

Payment: To be negotiated with the Camp Director

Requirements:

- Holds an active, unencumbered RN license in the state of Ohio
- Current CPR and First Aid certifications
- Experience working with children and youth
- Ability to maintain health forms and paperwork
- Ability to maintain and administer all medications
- Ability to make decisions and take initiative under pressure
- Good communication skills
- Ability to physically maneuver camp terrain

Responsibilities:

- Assist and maintain organization of the Health Center. This includes minor cleaning, emptying trash and Health Center laundry.
- Making sure inventory of First-Aid kits is supplied and maintained.
- Maintain insurance forms and camper/staff health forms
- Keep a daily log of camper/staff visits
- Accept and store all prescription and over-the-counter drugs

- Administer prescription and over-the-counter drugs when necessary and at designated meal times
 - Breakfast 0815
 - Lunch 1215
 - Dinner 1730
 - Snack 1930-2030 (age groups vary)
- Illness and injury management
- Communication with parents and counselors of camper's illness or injury
- Be a medical resource that would bridge the gap between basic medical knowledge and emergencies
- Providing First Aid and other health treatment as needed to campers and staff
- Maintain the Health Center to meet the needs of ill campers/staff (direct care-giving, laundry, general cleaning) in compliance with the American Camp Association standards
- Stock and maintain first aid supplies for: day trips, hikes, overnights and first aid kits around camp
- Check-in all campers and staff at the beginning of each session, review all medications that will be taken by campers, administer and document medications as ordered.