



Summer Camp Health Center Assistant

Summary

This person works closely with the Health Center Director, and when necessary, KWE's Healthcare & Risk Director to support the healthcare and safety of approximately 250 campers aged 8–17 for two, 26-day sessions from mid-June to mid-August.

Mission

Kieve Wavus Education empowers people to contribute positively to society by promoting the values of kindness, respect for others, and environmental stewardship through year-round experiential programs, camps for youth and adults, and guidance from inspirational role models.

Qualifications

This person must be flexible and adaptable to a wide range of tasks and interactions; it is essential to come to work every day with a positive attitude and eager to learn and apply new skills in health care. This person must be punctual, reliable, patient, organized, and eager to learn and empower others.

Responsible to: Health Center Director

Primary Responsibilities

Health Center Protocols

This person is a leader in the summer camp health center and helps execute all health care protocols. This ranges from helping to care for injured and ill campers and staff, to the documentation of all summer camp health care incidents in Campminder and as directed. This also includes the daily intake and inputting of all Med Minute forms from the prior evening's staff members on duty, and the communication of health concerns to the appropriate staff.

Forms & Medication

In addition to helping sort and dispense daily medication to campers and staff for dispensing on wilderness trips, this person is essential in helping to intake, review, and organize all camper medical forms. They will also help with inventory and will track the use of any medical supplies from the health center.

Staff Training

This person will work with the Health Center Director to facilitate health care training during staff orientation. They will encourage and promote health maintenance and accident prevention, ranging from sunscreen application to hydration reminders to nightly tick checks.

Emergency Support

This person will respond to emergencies when necessary, ranging from supporting the Emergency and Crisis Response Plans, to coordinating visits to the emergency room or offsite medical providers. They will collaborate with Tripping and In-Camp Directors to support any evacuation plans and must be comfortable communicating with parents as directed.

Support of the Organization

Kieve Wavus Education is an educational nonprofit that requires a highly dedicated team to function. Each employee should understand our mission and be ready to do work not specific to their job description in order to fulfill it.