



LAKE BEAUTY BIBLE CAMP

Job Title: Nurse Assistant

Organizational Relationships:

- Reports to Program Director
- Indirectly reports to Ministry Staff
- Weekly Volunteer RN or Health Professional

Position Overview:

The Health Care Assistant is responsible for assisting in healthcare management for all campers and staff, working alongside our weekly volunteer healthcare professional. The Health Care Assistant accomplishes this by having a close eye to detail and a proactive and pleasant bedside manner. The Health Care Assistant is also responsible to assist with general program duties and with cabin leading duties.

Job Tasks:

- Assist in communicating with parents on camper medication check-in on the first day of camp (documenting amount, taking notes via parents, etc.)
- Assist in administering and documenting daily camper medication.
- Assist in camper/staff first aid and assessment in trauma or medical situations.
- Manage the health center inventory and ensure it stays at appropriate levels, restocking as necessary.
- Assist in general program duties (including, but not limited to, food service, housekeeping, and facilities) as assigned.
- When not performing program duties, assist in cabin leading duties in coordination with assigned cabin leader.
- All other duties as assigned.

Desired Education and/or Experience:

- At least one year of nursing school is preferred
- One year of hands-on nursing experience preferred

Desired Knowledge, Skill, and Ability:

- Knowledge and ability to effectively administer medical care
- Ability to manage and administer medications
- Ability to utilize an online database for tracking medical activity
- Ability to effectively manage time to meet daily and weekly deadlines
- Ability to effectively disciple, mentor, and spiritually lead campers in a supporting role

Desired Licensure/Certification:

- Current First Aid/CPR