



LAKE BEAUTY

BIBLE CAMP

Job Title: Health Care Assistant

Job Classification: Summer Staff

Organizational Relationships:

- Directly reports to Program Director
- Indirectly reports to Ministry Staff
- Collaborates with weekly Volunteer Nurse(s)

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 an eye for 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, as needed.

Job Tasks:

- Learn how CampWise (our online database) works, as it relates to health care responsibilities, and communicating that to the volunteer nurse(s).
- 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:

- High School Graduate
- Accepted into a college nursing program with at least one year completed is preferred
- One year of hands-on nursing experience preferred (practicum, clinicals, internship, job, etc.)

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