



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

METROWEST YMCA DAY CAMP JOB DESCRIPTION

Job Title: **Adjunct Camp Medical Staff (Nurse, EMT, Paramedic, PA)**

FLSA Status: Summer Seasonal

Reports to: Camp Director

Revision Date: April 12, 2023

POSITION SUMMARY:

Responsible for the organization and provision of health services to campers and staff under the guidelines of the healthcare policy and the camp standing orders. Provides a quality experience to children and parents focused on YMCA core values: honesty, respect, responsibility, and caring.

ESSENTIAL FUNCTIONS:

1. Promote and provide a safe and healthy environment for campers and staff.
2. Is familiar with and follows all policies and procedures as set forth in the Health Care Manual.
3. Assess all minor injuries and complaints. Providing care to campers and staff by following standing orders written and agreed to by the Health Care Consultant and in accordance with good nursing judgment.
4. Any unusual complaints, symptoms unrelieved by standing orders, questionable musculoskeletal injuries, fever, vomiting are reported to the parents and in appropriate cases campers are sent home.
5. Provide first aid services to all campers and staff.
6. Administer medication to campers as needed.
7. Serve as liaison with Camp Healthcare Consultant.
8. Uses CampDoc to review camper and staff health history forms and generate "Hot Lists" for staff as needed for their campers.
9. Make sure staff has epi-pens needed for specific campers.
10. Provide care for campers and staff in an emergency situation to the highest level that certification and training allows.
11. Complete end of the season report, evaluation, and inventory of health care center.
12. Contact parents regarding injury/illness of their camper as needed.
13. Fully complete all required healthcare documentation for camp and board of health.
14. Adheres to program standards including safety and cleanliness standards.
15. Attends staff meetings and trainings.
16. Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergencies.
17. Actively assists and participates as directed at pool and specialty activity areas.
18. Communicates timely, openly and effectively with staff, unit leaders, nurses, and camp/asst. camp directors regarding issues of concern or safety of staff and campers.
19. Maintains positive relations with parents and other staff. Models relationship-building skills in all interactions.

20. Assisting with other duties as assigned by the Camp/Asst. Directors.

YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Y’s values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person’s point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

QUALIFICATIONS:

1. Graduate or current student of an accredited nursing school preferred.
2. Have a current EMT, Paramedic, RN or LPN Certification.
3. Preferred pediatric medicine, family medicine, emergency medicine, school nursing or camp nursing background.
4. At least 18 years of age.
5. CPR, First Aid, certifications and Child Abuse Prevention training within 30 days of hire date.
6. Previous experience with diverse populations preferred.

PHYSICAL DEMANDS

Maintain a neat and orderly appearance adhering to the MetroWest YMCA Day Camp dress code. Be able to lift a minimum of 50lbs. Updated health form on file.

Employee Signature

Date

Supervisor Signature

Date