

Nurse Assistant

SUMMER STAFF



Unique Adventures • Intentional Community • Life in Christ.

Core Values: Love Deeply • Host Graciously • Serve Intentionally

Staff Purpose: : The Nurse Assistant seeks to lead and serve as a faithful part of God's work in and through the ministry of Glen Lake. The Nurse Assistant serves on a ministry team dedicated and committed to a team approach to the ministry entrusted to us.

Job Summary: The Nurse Assistant pursues furthering the mission of the camp through the oversight of the health and safety of all campers, volunteers, and staff. Summer Staff positions are full-time, seasonal, exempt positions under the federal seasonal recreation exemption

Duties: (Include by not limited to)

- Provide health care to meet individual needs of camp staff and campers.
- Collaborate with other medical staff to meet medical needs.
- Follow health care policies/procedures as described in the healthcare manual and treatment procedures.
- Organize, maintain, and utilize adequate resources for serving the health and medical needs of campers and staff.
- Set up the camp health center.
- Inventory and order all necessary medical supplies and equipment.
- Maintain accurate and detailed medial records according to state requirement and standards.
- Ensure staff and camper health examinations are current and on file.
- Prepare and utilize daily medical log for treatment and medications.
- Prepare and record insurance and accident report forms.
- Oversee First Aid procedures and supplies.
- Prepare, distribute and restock first aid kits throughout camp including camp vehicles, kitchen, offices, waterfront, activity areas.
- Clean buildings, spaces, and outdoor areas as assigned.
- Ensure supplies are well stocked and distributed as needed.
- Ensure a staff orientation session is delivered on medical services.
- Ensure camp staff and campers know their role related to health care and first aid.
- Verify health history and examination.
- Verify emergency authorization.
- Identify any observable evidence of illness or communicable diseases.
- Conduct a health assessment.
- Secure all medications used by campers and staff in designated locked boxes.
- Maintain sanitary conditions throughout camp.

Required Qualifications:

- One full year out of high school (18+), ***inquire for exceptions.***
- Active and growing faith in Jesus Christ, with a heart for ministry and a passion for serving others.
- Integrity and consistent work ethic.
- Team-oriented servant attitude and the ability to relate well with others.
- Interpersonal communication and organizational skills.
- Ability to handle conflict in a respectful and professional manner.
- Desire and ability to work with children and adults OUTDOORS.

Physical Aspects of the Position:

- Ability to communicate and work with groups participating and provide necessary instruction to campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- Ability (visual and auditory) to identify and respond to environmental and other hazards related to the activity.
- Ability (physical) to respond appropriately to situations requiring first aid.
- Must one able to assist campers in an emergency (fire, evacuation, illness, or injury) and posses strength and endurance required to maintain constant supervision of campers.

Additional Physical Requirements:

Some physical requirements of a nurse assistant could be endurance including standing, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate program equipment and program activities. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs. Willingness to live in a camp setting and work irregular hours delivering program in the facility available. Operate with daily exposure to the sun and heat and varying weather conditions.

These are not the only responsibilities assigned to this position. Other responsibilities may be assigned and the above list may be altered.

Time Commitment:

Summer Staff are hired for a "term" stretching throughout the summer. Most work weeks are from Sunday at 2:00pm to Friday at 2:00pm. Our goal is to give staff 48-hours off every weekend.

Summer Staff Extras:

Glen Lake Camp provide all meals during Summer Camp sessions and provides lodging for the term. Room and Board for the agreed term of employment.
Meals during camp sessions and staff training.
Laundry Facilities.
Glen Lake Camp Staff T-shirts.
Workman's Comp. Insurance.

Reports to: Program Director and Assistant Program Director

Apply at <https://www.glenlake.org/summerstaff>

Questions? Contact our Program Director, Wendy Owens, wendy@glenlake.org or 254-897-2247.