

Highland Lakes Camp and Conference Center

Camp Health Center Manager

Each summer Highland Lakes Camp hires a Camp Health Center Manager. Health officers can be doctors, nurses or EMT certified. Preference is given to applicants who can commit to the entire summer.

JOB DESCRIPTION

Seasonal (Summer) Position Only

JOB OVERVIEW:

The Camp Health Center Manager is responsible for:

- (1) the storage, safety, and disbursement of all medications,
- (2) treating minor injuries, accidents, and sickness
- (3) Health Center upkeep
- (4) Supervising Summer Staff Health team

These four functions must be conducted in a manner which prioritizes the safety of our guests and exemplifies the care of Christ. Due to the 24 hour on-call requirement, the person holding this position must stay in Highland Lakes Camp provided lodging during the contracted work period.

TYPICAL SCHEDULE:

- Opening Day of Camp: 10 AM–10:30 PM
- Full Camp Days: 7 AM–10:30 PM
- Closing Day of Camp: 7 AM – Noon
- 24 hour on call status

MAJOR RESPONSIBILITIES:

- Storage, Safety, and Disbursement of all Medications
- Collect all medications from group leaders on opening day

- Log, organize, and store medications and records in a secure manner
- Dispense and log medications as directed
- Return all medications to group leaders on closing day
- Availability for treatment of minor injuries, accidents, and sickness
- Evaluate and respond to campers' complaints of sickness and injury under the guidance of standing orders set by the on-call physician
- Log all visits and actions taken
- Respond to emergency calls in accordance with Highland Lakes Camp Emergency Action
- Plan/Evaluate/stabilize patients awaiting emergency transport or parent pickup
- Health Center Upkeep
- Keep the Health Center neat and sanitary
- Communicate inventory needs to Highland Lakes Camp Management

REQUIREMENTS/QUALIFICATIONS:

- Demonstrate a personal relationship with God through faith in Jesus Christ and a desire to see guests come to know Christ as their Savior and grow in Him
- Must be a licensed physician, registered nurse, licensed vocational nurse, or hold an American Red Cross Emergency Response certificate or its equivalent
- Current certification in first-aid and CPR by nationally recognized certifying body
- Experience working with children and youth
- Ability to communicate with care and confidence

BENEFITS:

- Room and board provided
- \$1,800 a week
- Seeing God move in great ways