



**Position Title:** Health Care Provider

**Program:** Christie Lake Camp

**Reports To:** Camp Director  
Assistant Camp Director

**Work Dates:** June 24<sup>th</sup> - August 14<sup>th</sup>, 2019

### **Job Summary**

The Health Care Providers are responsible for providing an exceptional camp experience for all campers while ensuring a safe and fun environment. As the primary medical staff on site, the Health Care Providers plan and lead health and safety-related training for camp staff, and provide medical support for all campers and staff throughout the summer.

### **Duties and Responsibilities:**

Including but not limited to,

- Maintain a detailed inventory and stock of medical supplies
- Notify the Camp Director of any low stock medical supplies so that replacements can be purchased in a timely manner
- Maintain staff and camper medical records and Emergency Contact forms
- Provide training to staff team during Pre-Camp, with a focus on procedures for daily healthcare routines and risk management for common health issues
- Provide medications to campers and staff who come with regularly scheduled medications, assessing for side effects and efficacy
- Provide leadership in medical emergencies and determine the need for 911 to be called for a camper or staff member to go to the hospital
- Contact campers' parents regarding medical issues or concerns
- Assess all campers and staff with significant injuries
- Provide care for and supervision of any camper or staff who is too ill to participate in daily camp activities; determine the need for campers or staff to visit the hospital or seek other medical attention as needed
- Prepare and maintain the supplies in First Aid Kits around camp, and prepare First Aid Kits for Outtrips and other excursions, including prescription medications for any campers or staff who will be off site while needing their prescriptions
- Support the Camp Director and Facilities Manager in the ongoing assessment of health and safety standards on site; assist in Health Inspections as needed
- Submit, and assure that staff submit, necessary incident reports to the Camp Director within 24 hours of an incident taking place
- Inventory, pack and, close down the Health Care Centre at the end of summer

*Application Deadline: Friday January 25<sup>th</sup>, 2019*



- Professionally attend to all assignments and supervisory duties
- During Interest Groups, visit each cabin to assess its cleanliness, and announce evaluations to be presented during lunch or dinner
- Facilitate the learning of campers receiving their First Aid Level I and II badges
- Keep the Nurses' Hut washrooms clean and well stocked
- Support the Section Staff at Section Programs and during sweeps
- Support the Program Staff at All-Camp Program
- Assist in the mentoring of Junior Staff and Counsellors
- Sit with cabin groups as often as possible, at least ten meals a session

### **Desired Qualifications**

- Be enrolled in an accredited post-secondary nursing program
- Have practical experience studying and/or working in a healthcare setting
- Hold valid First Aid + CPR qualifications
- Be of excellent character, modeling honesty, integrity and respect
- Possess enthusiasm, energy, patience and sense of humour
- Experience and/or desire to work with children in dynamic outdoor setting
- Skilled at dealing with all children, including those who are challenging
- Ability to relate well to peers, to be a team player, to give/receive feedback
- Confidence in leading activities and groups

### **Common Responsibilities**

- Working in a manner that preserves confidentiality and prioritizes risk management
- Incorporating and strengthening collaborative and interdisciplinary teamwork
- Respecting and valuing the diversity of individuals
- Contributing to the organization's activities to collect, analyze and report on data and relevant information
- Contributing to the organization's work by participating in meetings as necessary
- Participate in evaluation and clean up at the end of camp

### **CLK Purpose**

Christie Lake Kids serves economically disadvantaged children and youth by providing recreation and skill-building programs at no cost and with all barriers to participation removed. We are a registered charity (13278 4471 RR0001) located in Ottawa, Ontario. Our mission is to enrich the lives and prospects of economically disadvantaged children, by providing quality year-round community and camp programs to develop physical, artistic, and social skills, positive attitudes and personal qualities.



### **How to Apply**

Applicants are required to submit a resume and cover letter, and answer a short set of intake questions. In addition, all hired staff will be required to submit a valid (2019) Police Record Check for the Vulnerable Sector in order to be eligible to work at camp.

To submit your application, please follow this link: [2019 Summer Camp Application](#)

### **Questions?**

If you have any questions pertaining to this or any other camp staff position, please contact Laura Stemp, Camp Director, via email at [lstemp@christielakekids.com](mailto:lstemp@christielakekids.com)