

## HEALTH OFFICER

### QUALIFICATIONS:

1. Registered nurse, licensed practical nurse, licensed emergency medical technician, licensed medical first responder or an adult who is satisfactorily completing similar training or certification.
2. Current certification equivalent to CPR for the Professional Rescuer.
3. Willingness to accept philosophy, purpose, and ideal of Camp Albemarle.

### RESPONSIBLE TO:

1. Assistant Director for Programs.
2. Executive Director.

### RESPONSIBILITIES:

1. Interpret the Christian faith to the campers through living and learning experiences.
2. Know and abide by camp rules and be sure campers do the same.
3. During pre-camp training, discuss health and safety procedures, precautions, and routines with staff.
4. Guide counselors in regard to their responsibilities in noting and reporting illness, injury, or unsafe practices and conditions that might contribute to camper or staff accidents.
5. Check the living quarters and camp for health and safety conditions daily, including cabins and program areas.
6. Provide first aid kits for emergency use to all program areas and off site trips.
7. Review health forms of campers prior to arrival and check with parents upon camper arrival. Share information regarding health problems, concerns or habits with the appropriate staff (counselors, kitchen staff).
8. Be responsible for any drugs or medications brought to camp by campers and dispense as directed by camper's physician (according to prescription).
9. Working closely with the Camp Nurse, administer medication and treatments to treat injury or illness as it arises at camp, as appropriate. Keep a log of all such treatments and medications dispensed (prescription and over the counter). This should be a bound daily medical log and report.
10. Report all admissions to the infirmary to the Director.
11. At the close of camp make a written report to include equipment inventory, treatment records of campers and staff, infirmary and hospital admissions, visits to M.D., examination records, records for insurance companies and general health procedures for the entire camp.
12. Attend all scheduled staff meetings.
13. Attend all-camp activities when possible, showing enthusiasm about life at camp.
14. Work cooperatively with other staff, supporting them in their roles.
15. Do not complain about activities or other staff, especially in front of campers.
16. Act as a Christian role model for young people at all times, in word, action, clothing and manner. Promote Camp Albemarle through good public relations on and off camp property.
17. Evaluate each camp session, working to make every session the best possible.