**Ryerson United Church Camp  Job Description – Health Care Coordinator**

**Pay:** $250/week for 10 weeks

\*\* May be eligible for Canada Summer Jobs Grant funding

Applications can be found on our website at: <https://www.ryersoncamp.com/>.

Requirements:

1. Must be familiar and in agreement with the Mission and Purpose of Ryerson Camp.

2. Must be available for the tenure of the position (this includes necessary pre-camp training, all summer sessions, and end of summer clean-up and debrief days).

3. Must provide a Police Record Check with Vulnerable Sector Screening in order to be cleared for working with vulnerable persons.

4. Must possess current Standard First Aid and CPR C. First response experience and/or current enrolment in a Nursing Program is an asset.

Responsibilities:

1. To be accountable to the Camp Directors and through them the Board of Directors

2. To be familiar with Public Health Standards that apply to camp (Health Department, OCA standards, and United Church Camping Standards).

3. To know and implement the Ryerson Camp Health Plan and Policies

4. To work in conjunction with Camp Directors, PLP, campers and families to administer the Integration Program at Ryerson Camp.

5. To participate in emergency drills/real emergencies as designated by the directors.

6. To ensure that the emergency numbers and directions to the camp have been posted in the Infirmary and all telephone locations

7. To receive health forms and follow-up by phone with parents before their camp session if any additional information or health documentation is required.

8. To meet campers at the start of each camp to obtain and store any necessary medications brought to camp, and to check and file health forms.

9. To inform counselors in advance of the specific health needs of their campers.

10. To inform directors of specific health/behavioural needs of the campers.

11. To administer medications and treatments in accordance with all prescriptions and the standing orders (or medical directives) provided by the on-call physician.

12. To maintain a daily log book with entries  of each treatment.

13. To aid in the preparation of First Aid kits, as needed.

13. To submit a summary year-end report to the directors at the end of the season , which includes an evaluation of the Health Plan and with recommendations

14. To participate as needed and outlined by the directors in other aspects of the camping program

15. To maintain personal conduct that is consistent with Christian living.

16. To act as a support and a resource to the staff and directors.

17. To work alongside the directors to accomplish the above.

18. To invest yourself in the body of Christ as formed by the staff and participants  at Ryerson Camp while you are there.