

TITLE: Health Manager – Pamunkey Ridge Girl Scout Camp
CLASSIFICATION: Seasonal, Exempt

SUMMARY

Oversee the wellness and safety of campers and staff. Manage health center operations and medical records. Dispense medication to campers and staff. Provide first aid injury treatment.

ACCOUNTABILITIES

- Oversee implementation of camp health plan.
- Assist in training staff during pre-camp orientation.
- Prepare and manage health center and dispense medications. Maintain health records in compliance with federal, state, GSCV, GSUSA, and HIPAA guidelines.
- Ensure each staff member and camper has a health history and examination form on file as required.
- Coordinate health screening for arriving campers and staff.
- Establish and follow appropriate medical routines including record keeping in the daily medical log, disposal of medical waste, managing and safeguarding medications utilizing approved standing orders.
- Care for physical well-being of everyone in camp and provide emergency first aid when needed.
- Assume administrative responsibilities as appropriate.
- Participate in required training.
- Comply with all federal, state, GSCV and GSUSA risk management policies and procedures to ensure the safety of girls and integrity of the Girl Scout Leadership Experience.
- Actively support and promote the Council's commitment to excellent customer service, membership growth, community visibility, fundraising, diversity and safety.

EDUCATION, EXPERIENCE & CERTIFICATIONS

- RN, LPN, Paramedic, or EMT certification preferred.
- Girl Scout knowledge and experience working with children preferred.
- Must possess a valid driver's license and meet the Council insurance company's requirement for coverage.

ADDITIONAL QUALIFICATIONS

- Minimum age: 21 years old.
- Ability to originate, update, and/or monitor health care, maintain records and implement health care plan.
- Demonstrate a commitment and ability to interact with diverse populations.
- Ability to work independently and prioritize work while managing multiple deadlines.
- Ability to analyze data and produce required statistical reports.
- Subscribe to the principles of the Girl Scout Movement and become a registered member.
- Successfully complete background check.

PHYSICAL REQUIREMENTS & WORK ENVIRONMENT

- Must reside on camp property while camp is in session.
- Visual, auditory, cognitive and physical abilities to identify and respond to hazards.
- Ability to lift 30 lbs.
- Live and work in an outdoor environment with exposure to heat, sun, rain, uneven terrain and other elements.