

Big Sky Bible Camp

Camp Nurse Job Description

Qualifications

- *Spiritually mature, capable person
- *Ability to accept guidance and supervision from and work with others
- *Self motivated and organized
- *Some degree of medical experience/qualification

Responsible to

Executive Director

Goals

- *To ensure BSBC is competently prepared for any emergency situations.
- *To use the healthy center as a ministry in and of itself toward the campers.

General Responsibility

To ensure the health and safety of all staff and campers.

Specific Responsibilities

1. On check in day of camp, be in the healthy center to receive any medications that the campers will bring. Be sure that each medication is labeled with specific doses and that the parents understand that we can only follow the prescriptions on the medication.
2. Organize all camper meds and distribute them in an efficient, discrete manner being sure that the camper is not embarrassed by the delivering of their meds. The best method is to have them stop by the nurse's station on their way by the dining hall or to another activity.
3. Be sure to take special note of any severe allergies/illnesses and make the counselor aware of this so they are prepared for a reaction.
4. Read over health forms from the campers before campers arrive and take note of severe allergies/illnesses, so you can discuss them with the parents.
5. Keep the healthy center stocked of necessary supplies – bandaids, allergy medicine, Tylenol, etc. Contact the office when new supplies are needed.
6. Be available/on call at all times during camp sessions. Assign someone else to be on call if you need to travel off campus. Use the chart on the nurse's station door to let people know where you are at.
7. In the event of an emergency, call 911 if this is needed without doubt. Better to err on the side of caution. If unsure of the case, contact the director or Program Director to help decide on the course of action.
8. Upon an emergency involving EMS, fill out an incident report with the aid of the director.
9. As possible, use interaction with campers as opportunities for encouragement/sharing the gospel.
10. In the event of something contagious (lice for example), immediately contact the program director and director to decide a course of action.
11. Do not contact outside authorities directly except in the case of severe emergency as noted previously.
12. On closing day of camp, hand medications to campers to put in their luggage so they do not forget it.
13. During Camp Promise, work with the Camp Promise director and other health personnel to administer medications and care for campers.