

# Health Advisor



**Job Title:** Health Advisor

**Reports To:** Site Director

## Character:

We are looking for folks who are...

- Passionate about teaching the technology and/or athletic options that we offer. The magic of our camp can only happen when there is a perfect cross section of camper's interest and curiosities and counselor's passion and knowledge.
- Genuinely interested in working with children and adolescents - campers are super fun but exhausting, so you gotta love them!
- Flexible, can adjust on the fly, and still keep your cool are essential skills for this position.
- Able to work cooperatively with others, learn on the job, come to work each day on time, and do whatever it takes for the good of the campers.
- Role models and can become active members of the TIC community, including playing games and dressing up for theme days- the unique combination of fun and silly.

## Requirements:

- Serves as the chief health provider on the campsite, administering and maintaining the TIC Summer Camp health program.
- Makes level-headed, swift decisions about accidents or illness that occur on-site.
- Is mature and competent, has a calm demeanor and some experience in healthcare.
- Is organized, efficient, and has good telephone skills. Learns quickly and works independently.
- Valid First Aid/CPR/AED certification, or ability to obtain. RN, LPN, or EMT not required but a plus.

## Supervisory Responsibilities:

- None, although responsible for health care of campers and staff.

## Specific Job Duties:

- Maintains health records for campers and staff, a daily log of health or safety incidents, and Workers' Compensation reports.
- Communicates with camp families about health issues or concerns.
- Reviews all camper and staff health records, preparing "Medical Notes" prior to each camp session to inform staff.
- Interacts with parents of campers who have special health needs or concerns.
- Maintains first aid and office supplies, advising Site Director of additional needs.
- Responsible for collecting and properly organizing medications given by parents.
- Administers medication under the direction of our consulting physician.
- Prepares and presents a health care workshop, based on the TIC health plan.
- Performs various administrative duties associated with the position: daily records, filing, etc.
- Maintains standards which promote the health, safety and welfare of all participants

**Training:** TIC holds 3-4 days of staff training to prepare and allow time to develop curriculum, held the week of June 10 (some exceptions can be made for year-end school obligations if pre-approved).

## Camper Sessions:

Session 1: June 17 - July 28 \*(no camp June 19th)

Session 2: July 1 - July 12 \*(no camp July 4th)

Session 3: July 15 – July 26

Session 4: July 29 – August 9

**Other items to note:**

- Staff are required to attend staff training and commit to at least six weeks of camp. Preference is given to those who can work the entire summer.
- TIC does not have any resident facilities; out-of-town staff must find their own housing during the summer employment.