

Camp Nurse – Job Description

Job Title: Camp Nurse
Department: Medical
Reports to: Director of Medical Administration
Revised: December, 2022

Position Summary

Manage all aspects of the nursing program at CCK. Assists Director of Medical Administration in matters related to medical needs of Camp. Responsible for the recruitment and supervision of part-time and volunteer medical staff.

Duties and Responsibilities

- Primary responsibility is to ensure quality care for all campers during family retreats and summer camps
- Works directly with the Director of Medical Administration in all matters related to the medical care of campers
- Assist in the establishment of Nursing Schools and other appropriate medical training organizations. Monthly travel required to multiple cities to cultivate partnering relationships
- Responsible for overseeing recruitment of volunteer medical staff including nurses and physicians
- Address all medical related needs of campers
- Responsible for evaluating campers (via camper applications in Camp Doc) who have applied to ensure acceptance of the most appropriate candidates while making sure the specific health needs of those campers can be met during their stay
- Provide medical coverage during weekend retreats and summer camps
- Responsible for the direct supervision of part-time and volunteer medical staff during summer camps (all camp orientation, 9 weeks of summer sessions)
- Expected to live on site during scheduled retreats and summer sessions
- Intervenes in crisis situations and investigates all unusual incidents
- Attend weekly meetings with the Director of Medical Administration
- All other duties as assigned

Qualifications

- Must be an RN or above (BSN, FNP, ARNP, CPNP) licensed in the state of Kentucky
- Must be computer literate, demonstrating proficiency in Word, Excel and other Microsoft applications
- Familiar with EMR's
- Must have professional adaptability in learning and adhering to CCK's policies, procedures and medical organization and protocol

- Must have the ability, desire and expertise to work with children
- Strong interpersonal and communications skills, both oral and written
- Excellent organizational, time management and analytical skills
- High personal integrity and sound personal and professional ethics

Physical Elements

- Occasional heavy lifting

Equipment Use

- None hazardous

Working Conditions

- Indoor and Outdoor; Occasional loud noise