JOB DESCRIPTION

JOB TITLE:  CAMP NURSE

REPORTS TO:  Director, Camp & Respite Services

GENERAL DESCRIPTION:  Full-time, year-round position responsible for overall nursing and medical/health care services at Easter Seals Wisconsin Camp Wawbeek and Respite Camp in year-round weekend and summer sessions. Provide on-site direct nursing care at both camps for approximately 16 weekend sessions and one four-day holiday session from September – May, with full time on-site nursing and supervision during ESW Camps summer program, June – August. Other responsibilities include recruitment, hiring, training, and supervision of camp nurses and nursing students.

DUTIES:  Supervise, manage and provide health care for all ESW campers and camp staff.

   Administration
   Recruit, hire, train, and supervise seasonal nurses and nursing students for both camps for weekend and summer programs; create and maintain on-call rotation.

   Maintain close relations with Wisconsin nursing schools; actively recruit nurses at camp, job, and volunteer fairs, and in classrooms.

   Ensure compliance with ACA, State of Wisconsin, and OSHA health regulations.

   Participate actively in camp program activities and camp staff orientation and training.

   Organize and lead medical training sessions at camp, including health and safety, first aid procedures, general precautions, and general health care.

   Maintain accurate records of medical supplies, camper files, and standing orders.

   Maintain contact with MD, Nurse Practitioner, and Director, Camp & Respite Services for ongoing issues and guidance.

   Oversee organization and cleanliness of camp nursing facilities; periodically inspect both camps for unhealthy or unsafe conditions.

   Assist in procurement of medical supply donations; maintain inventory; request/order supplies and equipment as needed.

   Represent Easter Seals Wisconsin in the Camp Nurses Association.

   Assist with coordination of rental groups.
Direct Nursing
Supervise collection and documentation of medications at registration.

Monitor and/or administer and document daily medications.

Provide first aid and camper/staff care as needed.

Discuss medical and health concerns with parents and caregivers when needed.

Monitor or administer bowel programs and catheterization.

Set up, train staff, and supervise G-tube and gastrostomy feedings.

Track/monitor seizure activity; monitor staff/camper incident forms, working with Camp Directors.

Other duties as assigned.

**BENEFITS:**
Health insurance, retirement, long term disability insurance, vacation, personal and sick time (see Benefits info sheet).

Year-round housing and utilities (optional) provided at Camp. Salary dependent upon housing option and experience.

**QUALIFICATIONS:**
Registered Nurse licensed in the State of Wisconsin
CPR and First Aid certification
Willingness to make a commitment to campers and ESW Camp programs
Highly organized
Ability to work independently and as a team member
Experience with Microsoft Word and Excel
Excellent verbal and written communication skills
Ability to lift 30 pounds
Experience with people with disabilities highly desirable; ability to work with campers with severe cognitive, physical, and/or behavioral disabilities and their families

**CLASSIFICATION:**
Exempt

10-16