

MILL CREEK CAMP
BOX 132
PINCHER CREEK, AB
T0K 1W0



Job Title: **Health Care Assistant /
First Aid**

Incumbent:

Classification: **Seasonal**

Reports to: **Executive Director**

Position Purpose:

The Health Care Assistant is responsible for assisting in providing health and safety services to campers and staff.

Essential Job Functions:

1. Under the direction of the Health Care Manager, assist in providing health care and first aid services to meet the needs of camp staff and campers.
 - ♦ Assist with daily medication management.
 - ♦ Help supervise and care for people admitted to the Health Center for care.
 - ♦ Provide CPR and First Aid coverage as needed at designated times and locations.
 - ♦ Provide direct care to staff within the scope of their skills, the camp's health care manual, and treatment procedures.
2. Monitor and assist in maintaining health and safety practices while working in other areas throughout camp.
 - ♦ Prepare athletic areas and waterfront with adequate water, sunscreen, and other prevention materials.
 - ♦ Assist in ensuring campers wash before entering the dining area.
 - ♦ Work with other staff to minimize/eliminate health and safety risks.

Other Job Duties:

- ♦ May accompany campers off-site for clinic visits.
- ♦ Perform any tasks beyond those assigned as help is needed.

This position is sometimes combined with another position such as Activity Specialist or Cabin Leader. Job duties outline times when the person is on first aid duty and when their primary focus is the other position.

Relationships:

First Aid positions are often linked to activity areas in addition to them being a part of the health care staff. First aid staff often have the added role of ensuring safety in the high risk areas of camp.

Equipment Used:

Camp intercom systems (i.e. walkie talkies)

Camp vehicle

Phone system to connect with the local health care center located approx. 20 min away from camp setting

Epipens/inhalers/emergency equipment as provided by the camper

Wound care products

Preventative health care products (i.e. sunscreen, bug repellent)

Medications as required and permitted

Qualifications: (Minimum Education and Experience)

- ♦ Current Level C or higher first aid certification. *Advanced levels may be required depending on the camps location and distance from emergency services as well as other medical personnel available on site.*
 - ♦ Current CPR certification.
 - ♦ Experience in first aid and emergency management services.
 - ♦ Driver's license.

Knowledge, Skills, and Abilities:

- ♦ Experience in both children and adult illness/injury care.
- ♦ Desire to work with the camp's target population.
- ♦ Community health knowledge.

Physical Aspects of the Job:

- ♦ Ability to lift/assist campers and staff.
- ♦ Ability to read and follow directions on medication labels, health forms, physician orders, and parent letters.
- ♦ Ability to use a telephone.
- ♦ Ability to maintain written record system.
- ♦ Ability to quickly get to remote locations on camp property over uneven terrain.
- ♦ Ability to observe and assess sanitation and safety conditions of the camp.
- ♦ Exhibit endurance to meet emergency needs.