

**Town of Sandwich
Recreation Department
Job Description
Seasonal Super Fun Program Nurse**

Definition:

Provides medical services to all camp participants and staff. Enforces health standards and coordinates health programs. Identifies health issues and helps to resolve them.

Standard Minimum Requirements:

Must meet state licensing and/or certification requirements for advertised position. Must have CPR/first aid or other applicable certifications.

Supervision:

Program Director and or Recreation Director/Asst. Recreation Director

Job Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions, toxic or caustic chemicals.

While performing duties will be exposed to varying terrain, to include but not limited to, pavement, beaches and wooded trails.

My have to lift up to 50 pounds or more with assistance.

The noise level in the work environment is usually quiet while in the office, and moderately loud when in the field.

Essential Functions:

- First Aid
- Administer Medications
- Treat Minor Illness
- Maintain Health and Medication Records and Logs
- File incident reports with Director (or Office)
- Provide nursing presence at Program Parent Orientation
- Receive and review health and medications forms from parents. Answer questions.
- Check inventory of medical supplies weekly, reporting anything that needs replacement

Specific Job Duties:

- Treat minor illness and injury
- Assess, triage and initiate treatment in emergency situations
- Administer medications according to state law following camp standing orders and/or individual Physician Orders
- Meet or exceed nursing practice standards
- Available days during Program week (will carry a walkie/talkie radio)

- Provide physical, emotional, psychological support to staff, campers, and volunteers.
- Maintain hygienic environment in the Health Center
- Assist with the maintenance of camp environment in accordance with state health regulations
- Note any areas of safety and health concern, offer suggestions for change
- Contribute to a positive, helpful community
- POSITIVE ATTITUDE!!

Recommended Minimum Qualifications:

- Current RN/LPN Licensure
- Current CPR Certification
- Experience working with children, youth, and young adults
- Working knowledge of MA Health and Safety Laws and Practice
- Working knowledge of current ACA Standards
- Knowledge on how to operate a Deliberator, epi-pen, nebulizer
- Current Driver's License
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, patience, and self-control

Necessary Knowledge, Ability and Skills:

Certification as above and Department Policy and Procedure as set forth by the Manual.

Maintain open lines of communication with others

Positive Attitude

Enforces rules in a professional manner

Deal with volatile situations with professionalism

Physical Requirements:

Maintains own good physical condition, good vision and auditory skills, Swim

Ability to move and maintain all equipment.