

**Horton Center – Summer Staff:  
Job Description  
Camp Nurse**

**Supervisor: HC Executive Director or Summer Director**

**General Expectations**

- Represent Horton Center in a professional manner consistent with its mission statement.
- Assist campers, counselors and deans with any and all needs. Model this attitude for the staff and work to cultivate a staff culture of service and generosity.
- Help to build camp morale and sense of community. Encourage growth in staff members.
- Enforce camp rules at all times, including at night.

**Nurse Duties and Expectations**

- Provide first aid and nursing services to all campers, volunteers, and staff, including treating people's injuries, illness, and attending to life threatening events.
- Monitoring health and sanitation procedures throughout camp
- Make sure medications are safeguarded and administered, keeping accurate records.
- The Nurse will arrive the day before the camp session begins. The Nurse will stay on-site while camp is in session, and orient her/his backup(s) when she/he is absent.
- Have the following on file before beginning duty: a copy of their valid nursing license (or other certification for their status as the health supervisor); a copy of current certification in Cardio Pulmonary Resuscitation (CPR);
- Review all of the health history forms for all campers who will be on site, making notes and following up where appropriate. The Nurse will follow up during registration time with any questions to Parents/Guardians
- Take part in registration process, collecting, labeling, and organizing medications. Taking notes and obtaining required signatures on Health History form.
- The Nurse will keep her/his radio and cell phone charged and on at all times.
- The Nurse will work with the Director and the Deans during emergency situations, to discuss urgent special concerns, and if a camper needs to go home and/or to the doctor.
- The Nurse will take part in the "camper orientation" the first night of camp.

***The Mission of Outdoor Ministries in the New Hampshire Conference of the United Church of Christ is to invite all God's children to experience Christian community in the natural world.***