**NURSE**

**SPROUT WESTCHESTER**

Position Summary: The Camp Nurse serves as a member of the Sprout Westchester professional staff. The camp nurse works within the framework of the program to ensure the safety and wellbeing of campers.

**Reports to: Camp Director**

Essential Functions:

1. Pre-camp responsibilities include reviewing camper and staff medical files, submitting supply list, setting up of camp health office and prepare for Westchester County Health Department visit.
2. Oversee camp health care office.
3. Manage and oversee the health policies and daily procedures at camp.
4. Responsible for managing all food allergies for campers and staff.
5. Accountable for administrating daily medication to campers and staff.
6. Provide emergency and routine first aid care to campers and staff.
7. Maintain medical records and medical log book as required by the Department of Health.
8. Communicate with parents as needed.
9. Present at orientation for summer camp as it relates to health care procedures.
10. Must be able to work and cooperate in a friendly and fast paced camp environment with all campers, staff and administration.
11. Order, organize and maintain inventory of medical supplies.
12. Set up space prior to camp and break down at end of camp season.

**MINIMUM QUALIFICATIONS:**

* Certified or licensed with at least one of the following RN, LN, LPN or EMT
* Have current 2017 CPR & first aid certification including child and adult
* Understanding of food allergies and administration of Epi-pen
* Knowledge of common childhood illnesses and communicable disease common to youth and summer camps
* Experience with children in a summer camp or school setting a plus
* Ability to communicate effectively