



Job title	Health Services Lead
Reports to	Executive Director
Schedule	40 hrs/week, Monday - Friday Between the hours of 7:00 am - 5:00 pm, June 21 – August 6, temporary, seasonal, and exempt

Willowbrook Arts Camp seeks two individuals to be the lead staff providing onsite health services support to campers and staff. These individuals will have an EMT certificate or wilderness first aid certificate with experience assisting youth with minor injuries and illness to oversee the health and well-being of our campers and staff. Primary duties include evaluating and providing treatment for minor injuries and illnesses to campers and staff, administering medication to campers, maintaining all required documentation, complying with reporting practices, and acting as the camp health educator as needed. Assistance will be provided by an RN working remotely. This staff will take a key role in supporting Willowbrook’s COVID-19 mitigation and communicable disease management plan.

ORGANIZATIONAL OVERVIEW:

Willowbrook offers an outdoor, six-week summer day camp which has a rich environment of integrated arts and nature. It provides opportunities for children to develop their creative potential through experiences in the arts and environmental studies in an atmosphere that mentors and nurtures the whole child, promotes a spirit of peaceful collaboration, and encourages individual exploration and expression.

ESSENTIAL JOB FUNCTIONS:

- Oversee the health and wellness of campers and staff
- Provide preventive support and reassurance to campers and staff regarding common illness and injuries in outdoor group environments.
- Awareness of signs of heat related illness and knowledge of mitigation efforts to reduce risk.
- Review all COVID-19 protocols and provide health services support
- Provide guidance and reassurance to any campers and parents.
- Supervise Health Services Assistant.
- Set up, manage, and break down nursing area; inventory, request and/or order supplies and equipment as needed/approved; keep tent and surrounding area clean and tidy
- Provide health services attention and emotional support to campers and staff with minor injuries and illness; refer to physician/hospital/clinic for additional medical as needed; in the case of a medical emergency, provide CPR/First Aid until emergency services arrive
- Safeguard most camper prescription medications; administer medication (prescribed and over the counter) to campers as needed and approved in our medical module.
- Maintain documentation of all medication dispersals, medical treatment, and health incidents
- Communicate with parents/guardians about medications, medical or other health concerns as needed
- Communicate specific camper health needs/issues to staff and/or Program Leadership as needed
- Act as Mandatory Reporter (along with Program Leadership) for camp

- Oversee general health and safety of the camp; report any health risks, concerns, or issues to the Executive Director
- Provide basic health education to staff as required

DESIRED EXPERIENCE | QUALIFICATIONS | ABILITIES

- Licensed as an Emergency Medical Responder (EMR), Emergency Medical Technician (EMT) Advanced EMT (AEMT), EMT-Intermediate (EMT-I), Paramedic or have a wilderness first aid certificate.
- Current CPR and First Aid certification required
- COVID-19 mitigation support in an educational or similar setting is helpful.
- Familiarity with medications
- Enjoy working with children ages 3- 18
- Great bedside manner: calm, compassionate and adaptive.
- Previous pediatric and/or camp health services experience preferred
- Strong assessment and decision-making skills; able to deal with unexpected situations and take initiative/action
- Great communication skills; ability to develop rapport and effectively communicate with campers, parents, and staff; Spanish speaking a plus
- Must be able to electronically record, update, and track medical records/treatments
- Must attend and participate in required staff training(s), set up, and tear down days as scheduled
- Must work all dates of camp and training.
- Demonstrate commitment to high professional ethical standards and a diverse workplace
- Must pass a criminal background check and have a valid Oregon driver's

WORKING ENVIRONMENT | PHYSICAL REQUIREMENTS

- Work is performed primarily outdoors at camp (Brown's Ferry Park, Tualatin, OR), rain or shine
- General schedule is eight hours Monday – Friday, between 7:00 am - 6:00pm, with a 30 minute unpaid lunch break.
- Ability to work long hours during camp season
- Ability to respond appropriately to situations requiring First Aid/CPR. Must be able to assist campers/staff in an emergency (fire, evacuation, illness, or injury)
- Ability to be on your feet for long periods of time while at camp
- Ability to lift and carry objects of moderate weight; bend, stoop, kneel, crouch, push and other strenuous activities

HOURLY RATE

- \$29 - 30 per hour
- This position is temporary, seasonal, exempt and non-benefited

HOW TO APPLY

Please send your resume to employment@willowbrookartscamp.org with the subject line "Health Services Lead" for consideration.

Willowbrook Camp is an equal opportunity employer and is committed to maintaining a work environment which is free of harassment, discrimination, or retaliation because of sex, gender, race, religion, color, national origin, physical or mental disability, genetic information, marital status, age, sexual orientation, gender identity, military service, veteran status, or any other status protected by federal, state, or local laws.