



<b>Job title</b>	Registered Nurse, LPN or credentialed medical provider on call
<b>Reports to</b>	Executive Director
<b>Schedule</b>	Available on call by phone or text Monday - Friday , can meet in June for review of supplies and processes. Can meet via Zoom or in person for staff training

Willowbrook Arts Camp seeks an individual to be responsible for the training, and remote oversight of Health Services Leads. This means the RN is responsible to assess and determine the knowledge and abilities of the Health Services Leads related to treatment and assessment of emerging illness and onsite injuries; They will also train health services staff in the proper review, administration and documentation of prescription medications brought to camp by a parent or legal guardian. The nurse will also assess the safety of the Health Services tent, provide written instructions for health services staff and be available by phone (text and/or voice) during the camp day to answer questions or review presenting symptoms with the staff; the lead staff onsite supporting camper and staff health needs. 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 development of a list of over the counter medications to provide at camp and the process for safe storage.
- Assure the process for prescription drugs is administered in accordance with specific directions of a licensed prescribing health care professional is clear, documented and followed.
- Review all COVID-19 protocols and provide professional medical support to health services staff and leadership team if needed.
- Direct the order supplies and equipment to set up health services tent
- Provide medical advice to health services staff onsite to determine if they should refer a camper or staff to physician/hospital/clinic for additional medical as needed
- Train Health Services Leads and Assistant how to safeguard most camper prescription medications; administer medication (prescribed or otherwise) to camper as needed
- Train Health Services Leads and Assistant Maintain documentation of all medication dispersals, medical treatment, and health incidents
- Communicate expectations around when to contact parents/guardians about medications, medical or other health concerns as needed
- Provide basic health education to staff as required

### **DESIRED EXPERIENCE | QUALIFICATIONS | ABILITIES**

- Licensed as a Registered Nurse (RN), Licensed Practical Nurse (LPN) or licensed care provider in the state of Oregon
- Current CPR and First Aid certification required
- Familiarity with medications
- Enjoy working with children ages 3- 18
- Previous nurse on call experience preferred
- Previous pediatric and/or camp nurse 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 health services staff
- Must be available to provide staff training via Zoom or in person
- Must be available by phone for voice and/or text messages during camp hours June 26- August 4, 2023
- 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**

- Time-share option with second camp nurse is a possibility; must be able to work full days within a part-time weekly schedule
- Ability to respond appropriately to situations requiring quick medical assessment Ability to be on your feet for long periods of time while at camp

#### **Pay Rate**

\$60 per day to answer calls and texts, Monday - Friday from 7:30 am - 4:30 PM

\$60.00 per phone call or text not to exceed \$60 per hour.

- This position is temporary, seasonal, exempt and non-benefited

### **HOW TO APPLY**

Please send your resume to [apply@willowbrookartscamp.org](mailto:apply@willowbrookartscamp.org) with the subject line "Camp Nurse" 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.*