



HEALTH CARE COORDINATOR

This position is a 10 week contract with possible additional shifts teaching with the Outdoor Education Centre reports directly to the Camp Director

The Role

- Understand, agree, comply with and promote the mission statement of Willowgrove and the guiding principles of Willowgrove Day Camp
- Provide on-going preventative health care for campers and staff
- Provide medical care to campers and staff as needed
- Provide emotional support to campers and staff when required
- Maintain accurate records of medicine distribution and first aid given
- Distribute medication according to parents' instructions
- Communicate effectively with parents as needed during treatment or emergency
- Document all parent contact and Health Center visits in CampBrain
- Act as liaison between outside medical staff and parents during treatment or emergency
- Maintain medicinal and first aid supplies inventory
- Report all safety hazards to the Camp Director
- Participate in all Support Staff meetings and division meetings as required
- Be a great role model!
- Additional tasks as directed by the Camp Director