



3700 Burgundy Road • Alexandria, VA 22303 • 703-842-0477

CAMP NURSE/CLINIC AIDE POSITION DESCRIPTION

Mission:

Burgundy Farm Summer Day Camp is committed to providing a safe, nurturing, and inclusive environment where children can take ownership of their camp experience, confidently be themselves, enjoy and respect the natural world, and have fun. Burgundy feels that a positive summer camp experience is critical for all children as they grow their social and emotional skills, make and maintain relationships, accept and meet new challenges, and better understand who they are and who they want to be.

Burgundy Farm Summer Day Camp believes that summers should be fun, exciting, and nurturing! The Burgundy Summer Day Camp experience spurs children's social and intellectual development and encourages personal growth and confidence. At Burgundy, through shared experiences in a caring and inclusive camp community, in a beautiful natural camp setting, children are respected and appreciated for who they are. Led by a warm and professional staff, campers learn to communicate, problem solve, empathize, care for the natural world, and most importantly, play and enjoy themselves.

General Function:

Working in collaboration with Camp administrators, School Health Coordinator, and counselors, the Camp Nurse/Clinic Aide will follow and implement the established policies and procedures. The Camp Nurse/Clinic Aide is responsible for the management and administration of all camper medications. The Camp Nurse/Clinic Aide will also work with the camp database to monitor incoming campers and their health needs as well as communicate with camp families as needed on health concerns.

Start Date: June 10, 2024

End Date: August 9, 2024

Schedule: Seasonal, Full-time, Monday through Friday, 7:30am – 4:00pm

**Some programs may require arriving earlier or leaving later*

Salary: hourly wage, rate of pay commensurate with experience

Responsibilities include, but are not limited to:

- Maintains plan for all aspects of camp health including emergency first aid.
- Consult with campers, parents and faculty/staff regarding campers health needs and perform other health services and duties as assigned
- Maintain standard health room procedures for day-to-day health room management including medication administration, first aid, injuries, and illnesses
- Track camp illnesses and communicable diseases
- Perform other health and camp related duties as assigned
- Communicate, monitor, and enforce all COVID-19 mitigation policies and practices and respond to any positive cases during camp with appropriate action and communication

Experience, Education and Desirable Qualities:

Education

Associates degree in nursing
LPN
Bachelor's degree in nursing

Experience

Background in independent schools, preferably working with children ages 4-15.

The qualified candidate will possess the following:

- Perform all duties in accordance with all applicable camp policies and legal requirements
- Ability to respond consistently and appropriately to all campers and adults in a calm, reassuring and nurturing manner
- Must have basic knowledge with computer and database skills
- Ability to remain flexible to changing situations and appropriately prioritize duties
- Communicate tactfully and effectively both orally and in writing
- Handle confidential matters and information in a professional manner
- Establish and maintain effective working relationships with a variety of people from diverse backgrounds
- Demonstrates multicultural sensitivity with the ability to effectively and collaboratively work with diverse populations
- Lift objects weighing up to 50 pounds
- Perform tasks requiring bilateral dexterity
- Move quickly from one physical location to another
- Walk, stand, crouch, crawl, bend and/or kneel
- Ability to meet and maintain punctuality and attendance expectations

Working Conditions:

While performing the duties of this job, the employee may come in contact with infectious diseases. The employee may occasionally be asked to work outside.