



## Health & Wellness Coordinator

The Health & Wellness Coordinator is responsible for promoting the health and wellness of the staff, campers, and guests on site during the spring and summer months, as well as working with and assisting the camp nurse.

### Responsibilities:

- Ensure that the nurse's station and all first aid kits are stocked and checked weekly.
- Work with the Head Counsellor(s) to call parents about any health concerns before campers arrive.
- Carry a walkie-talkie at all times and provide first aid as required.
- Accompany campers and staff to the hospital as required.
- Do cabin and room checks throughout the spring and summer.
- Work with the Assistant Director ensuring that health and safety standards are met for the Health Unit, MOL, OCA, and any other requirements.
- Be responsible for the display, storage, laundry, and dispersal of the lost and found.
- Work with the volunteer nurse on opening and closing day to ensure a smooth check-in and check-out process.
- Work with the nurse throughout the week, providing coverage in the nurse's station and around the site.
- Provide time off for one-on-one support counsellors working with campers with special needs as required.
- Provide a training session on health and wellness concerns during Orientation and Staff Training as requested.
- Within reasonable limits, perform other duties as assigned by the Assistant Director and/or Camp Director including maintenance, kitchen, office, and special program projects.
- Provide the Director with a written final report. The report should be a summary of how the summer went in your role plus suggestions for the future of Health & Wellness at camp.

### Qualifications:

- Currently in school or completed a program in medical sciences, nursing, or paramedic is preferred.
- A great deal of flexibility.
- A willingness to work in a team environment.
- A valid "G" level driver's license is desirable.
- A Standard First Aid Certificate with CPR "C".
- A personal living faith.