

Assistant Health Officer

Job Description

Reports To: Lead Health Officer



American Youth Foundation Mission

We dare people to discover and celebrate the very best in themselves and others; inspire them to explore diverse perspectives and complex challenges; and embolden them to live courageously, engaging their full capacity.

Job Location: Position is located at Merrowvista in Center Tuftonboro, New Hampshire. The Merrowvista site necessitates the ability to move through rugged terrain. The Assistant Health Officer will live onsite during staff training and during the two camp sessions.

Job Type: Full Time, Seasonal.

Job Summary: The Assistant Health Officer is responsible for helping to support the health and wellness of the Merrowvista camp community as a member of the Health team. The Assistant Health Officer works with a team of registered nurses to supervise the safe administration of medications and provide health care to campers and staff. Summer 2024 will include two and a half weeks of paid staff training beginning June 13, followed by two three-week camp sessions ending August 11.

Position Responsibilities:

- Participate in Health Center operations and treatment of all campers and staff, including health checks upon arrival, daily clinics after meals, supervising campers in Health Clinic, and care and cleanliness of the clinic.
- Communicate camper issues and treatment managed separate from the Lead Health Officer to the Lead Health Officer as soon as possible, and within 24 hours.
- Provide overnight supervision of campers in the Health Center and serve as a nighttime first responder for health issues.
- Document all Health Center admissions, care, treatments, and medication administration.
- Participate in staff training to educate staff on Health Center procedures, preventative care of self and campers, emergency response, and pertinent COVID-19 protocols.
- Collaborate with Health team to determine daily and weekly responsibilities based on programmatic needs.
- Ensure first aid kits are stocked and maintained in appropriate locations and prepared for outcamping trips, as needed.
- Implement communicable disease protocols, including onsite testing and symptom monitoring.
- Assist in camper medication administration and documentation.
- Provide written feedback to Lead Health Officer for end of season report.
- This is not meant to be a complete list of all responsibilities. Other duties may be assigned.

Skills and Qualifications:

Required:

- Current certification in first aid and CPR.
- Minimum age: 21
- Previous experience working with children, adolescents and/or young adults.
- Ability to respond to and direct campers and staff in emergency situations.
- Ability to lift and/or physically support or assist youth and adults.
- Strong emotional and mental health. Must be adaptable and exhibit good judgement to determine what is in the best interest of the campers in their care.

- Support the organization's mission and vision with integrity, dependability, and accountability.
- Interact effectively with individuals and groups respecting social and cultural diversity. Establish and maintain appropriate professional relationships and interpersonal skills that contribute to a positive community.
- Demonstrate passion for serving youth, encouraging campers to explore through play and creating a space where youth feel included and a sense of belonging.
- Fully participate in and be present at all camp community activities, including staff training activities.
- Maintain effective mental, emotional, and social interactions in our youth centered residential summer camp program.
- Ability to handle stressful situations appropriately, maintaining mental, emotional, and social resiliency needed for the job in a fast-paced, interactive environment.
- Use effective and appropriate self-care practices for maintaining overall wellness.
- Follow all guidelines and policies as described in the AYF (American Youth Foundation) staff manual.

Preferred:

- EMT, upper-level Nursing Student, Wilderness First Aid, or Wilderness First Responder.
- Experience working in camp setting.

Work Environment:

- Position is located at Merrowvista in Center Tuftonboro, New Hampshire. The Merrowvista site necessitates the ability to move through rugged terrain.
- Health team members will live onsite during staff training and during the two camp sessions, including weekends and evenings, to be available 24 hours/day in case of emergency response.
- Housing and all meals are provided.
- Staff live in a communal space with other staff or in cabins with campers, depending on position.

Compensation:

- Weekly pay: \$600/week
- Assistant Health Officer will receive one day off for every six days worked.

Company Culture:

The AYF believes that how we act and interact reflects who we are as a community. In practice, at the AYF we value investing in youth, stewarding the environment, encouraging participants and staff to explore and develop their values and beliefs, belonging in community, and growing together.

Recognizing the full value of all, the American Youth Foundation affords equal opportunity for employment and program participation to all individuals on the basis of merit and/or eligibility without regard to race, color, sex, pregnancy, sexual orientation, gender identity, familial status, religion, national origin, citizenship, disability, age, military status, or any other basis prohibited by law.

The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required for this position. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Updated 11/8/2023