

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 Health Officer will live onsite during staff training and during the two camp sessions.

Job Type: Full Time, Seasonal.

Job Summary: The Health Officer supports the health and wellness of the Merrowvista camp community. Under the direction of the Merrowvista Lead Health Officer, the Health Officer administers health care and medications for all staff and participants, following New Hampshire state health regulations and American Youth Foundation and American Camping Association standards. Additional duties include communication with camp families, coordinating care with off-site medical providers, and supporting the Program team, as needed. 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:

Health Clinic Operations

- 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.
- Assume responsibilities of the Lead Health Officer in their absence.
- Provide overnight supervision of campers in the Health Center and serve as the nighttime first responder for health issues.
- Participate in staff training to educate staff on Health Center procedures, preventative care of self and campers, emergency response, and communicable disease protocols and response.
- 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 plans and COVID-19 protocols, including onsite testing and symptom monitoring.

Medication Administration and Documentation

- Ensure all camper medications (prescription and non-prescription) are collected and administered as directed by a physician.
- Prepare camper medications to be distributed by leaders during onsite and off-site trips and instruct all staff on how to use and record medications given.
- Maintain Health Center clinic logs, parent communication logs, and medical administration records.
- Responsible for contacting parents concerning camper health status, as needed.

- Assist Lead Health Officer in preparing a written closing summer report including equipment inventory and needs, treatment records of staff and participants, infirmary and hospital visits and admissions, records for insurance companies, and recommended updates to Merrowvista Health Center manual.
- This is not meant to be a complete list of all responsibilities. Other duties may be assigned.

Skills and Qualifications:

Required:

- Valid Registered Nurse license in the State of New Hampshire or Compact License.
- 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:

- Strong teaching/facilitating and leadership skills.
- Previous experience with emergency medical response.
- Experience working in school or camp health, or hospital setting.
- Experience working in camp health clinic.

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: \$900/week
- Health Officer will receive one day off for every six days worked
- Fee for New Hampshire Nursing License, if needed

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.

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