

Camp Ho Mita Koda, Summer 2010

Student Nurse

Job Summary: The Student Nurse will work under the direct supervision of the Head Nurse to provide assistance with daily camp dispensary operations. The Student Nurse is required to live on-site (overnight residence required) and be available for a time period negotiated by the student's School of Nursing and Camp Ho Mita Koda. The Student Nurse will attend and participate in Dispensary Staff training and pre-camp staff orientation.

The Student Nurse position is an unpaid position designed to provide clinical, for-credit experience for nursing students who have completed a minimum of two semesters of clinical experience and are currently enrolled in an accredited school of nursing.

Camp Ho Mita Koda is a residential summer camp for children ages 6-15 who have Type 1 diabetes. Campers attend age-grouped sessions, with up to 64 campers per session. It is located on 72 wooded acres in Newbury, Ohio (Geauga County), just 25 miles east of Cleveland. Having diabetes is not a required prerequisite for working at Camp Ho Mita Koda. Staff training and orientation will be held prior to camp and will include diabetes education. A residential, licensed medical staff is part of the Camp program.

Camp Schedule: Dispensary Training (June 10-11) Staff orientation week (June 13-17), Open House (June 19), Session 1 (June 20-June 24), Mini Camp (June 26), Session 2 (June 27-July 8), Session 3 (July 11 -July 22), Session 4 (July 25-July 29) and Session 5 (August 1-August 3) and last day for staff (August 4). Staff is not permitted to take time off while camp is in session to attend summer school classes, exams, vacation, or other personal commitments. Time off is given between sessions.

Required Qualifications:

General

- Currently enrolled in an accredited school of nursing with a minimum of two semesters of clinical experience completed.
- At least 18 years of age.
- Applicants must, as a condition of employment, pass the following pre-offer and post-offer/hire processes: reference checks, state and FBI background screening including fingerprint checks, and sex-offender registry check.

Required Certification & Training:

- Must attend and participate in Camp's Dispensary Training and all-staff orientation. Must attend and participate in staff meetings and any scheduled education or skills sessions throughout the summer season.
- Must possess current First Aid and CPR certifications that remain valid through August 2010

Essential Functions, Knowledge, Skills and Abilities: Student Nurses must be able to perform all the essential functions required of a student nurse and be able to demonstrate the following essential knowledge, skills and abilities:

- Attend and participate in Dispensary Staff training, Staff Orientation week, Open House, special camp events and programs, and daily camp activities such as flag raising and lowering, meals, assemblies and evening activities as assigned.
- Assist with blood glucose monitoring and recordkeeping.
- Assist with insulin dosage calculation and administration as instructed.
- Assist with camper file management and documentation.
- Assist with inventory management and recordkeeping.
- Maintain confidentiality and professionalism at all times
- Assist with Dispensary set-up and organization.

- Prepare camper packets for check-out.
- Maintain supply of dispensary forms.
- Assist at all camp check-ins and check-outs with assigned roles and responsibilities.
- Assist with camper supervision during scheduled activities.
- Provide assistance to Medical and Nursing Staff during scheduled diabetes and nutrition education sessions for campers.
- Provide overnight dispensary coverage as part of on-call rotation.
- Responsible for serving as a positive role model for campers, including attitude, punctuality, diabetes control, table manners, treating others with respect, sportsmanship, etc.
- Establish and maintain effective working relationships with other camp employees and volunteers. Display a positive, responsible, courteous and friendly manner at all times and be willing to work as part of a team to ensure that all campers needs are met in a fair and appropriate way.
- Assist as needed in other areas of the Camp program. This may include providing direct support and supervision of campers during meal times, evening programs, wake-up and bedtime routines, and overnight supervision. If overnight supervision is necessary, the Student Nurse will sleep overnight in a camper cabin with at least one other adult staff member and up to 8 campers.
- Report to work stations at scheduled times.
- Communicate with medical team regarding signs and symptoms of high/low blood sugars.
- Ability to act quickly and calmly in emergency situations making proper judgments as to the correct course of action.
- Ability to abide by, support and enforce Camp rules and regulations to prevent injuries and accidents. Enforce safety and health regulations as required by the American Camp Association, Camp Ho Mita Koda and the Geauga Department of Public Health.
- Ability to accept supervision and guidance. Ability to abide by, support and enforce administrative decisions by Head Nurse, camp medical staff and Camp administration.
- Possess strength, patience, flexibility and endurance required to maintain consistent supervision of campers for 3-day, 5-day and 12-day resident camping experience.
- Desire and ability to work with children with diabetes.
- Recognize and respond to opportunities for problem solving in the group. Monitor camper behavior and recognize and respond to opportunities for problem solving.
- Perform work in an efficient, effective, safe and timely manner.
- Ability to adapt to new situations and group living.
- Communicate clearly and concisely in English, verbally and in writing and understand and follow written and oral instructions and procedures.
- Focus attention on tasks, which may be routine, or repetitive, without losing concentration or becoming distracted by external activities; adapt to interruptions, equipment failures, unusual demands, or changing priorities.
- Other duties as assigned

Working Conditions and Physical Demands

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job:

- Camp Ho Mita Koda is a residential summer camp with building and program sites located throughout a 72 acre wooded campus. Terrain is hilly in some areas and program areas are accessible by gravel or unpaved paths. The majority of the Camp program is designed as a physically active, primarily outdoor program.
- Student Nurses reside at Camp and sleep overnight in a cabin. Student Nurses will work a variety of hours, including early mornings and evenings. Student Nurses receive break times each day, a minimum of one 24-hour period off between residential camp sessions, and one 24-hour period off during 12-day sessions.

- Must be in good physical condition to actively participate in camper activities and assist campers in an emergency situation (fire, evacuation, illness or injury) and possess the strength and endurance required to maintain constant supervision of campers for prolonged periods of time. Student Nurses will be exposed to outdoor weather conditions, including extreme heat and/or cold, and will have exposure to wet and/or humid conditions.
- While performing the duties of this job, Student Nurses are required to sit, stand, walk, and talk and hear. He/she is required to climb or balance, reach with arms and hands, and use hands to use objects, tools and program equipment. Due to the nature of camp activities, the full ranges of physical movements are required in this position, including walking, jumping, lifting, stooping, stretching and climbing.
- The Student Nurse is exposed to potential hazards including blood borne pathogens and toxic or caustic chemicals.
- Physical demands may involve lifting and moving equipment. Student Nurses must be able to exert up to up to 50 lbs. of force frequently, and/or up to 20 lbs. of force constantly to move objects.
- Vision, which may be corrected, and hearing, which must be in a normal range as measured by a standard audiogram, must be good enough to see and hear children and adults in life and/or health safety endangering situations. Vision and hearing are required to identify and respond to environmental and other hazards related to an activity, and in daily activities and programs.
- Student Nurses must be able to read and record information such as blood glucose results, medical form, menus, meeting minutes, and daily schedules.

Performance Evaluation:

Student Nurses will be formally evaluated at the mid-point and end of their term by the Head Nurse. Informal evaluations such as daily observations, spot checks, feedback from other camp staff and camp parents may occur throughout the summer. Key components of evaluation include: Quality of Work, Working Relationships and Interpersonal Skills, Judgment and Problem Solving, Initiative and Communication.

Benefits

- The Student Nurse position is an unpaid, volunteer position. Student Nurses do not receive a paycheck or health benefits.
- The Student Nurse receives Dispensary specific training and one week of orientation and training prior to start of first residence camp session.
- The Student Nurse receives free meals and snacks (staff have same menu as campers) during residence camp sessions.
- The Student Nurse receives break times each day, a minimum of one 24-hour period off between residential camp sessions, and one 24-hour period off during 12-day sessions.
- A great opportunity for leadership, knowledge about diabetes, new friends, great memories, and a summer of fun spent outdoors in a beautiful setting!