



JOB POSTING

Wellness Center Manager (Summer Camp Nurse)

- Location:** B'nai B'rith Camp, Lincoln Oregon, OR
- Dates of Service:** June 21 - August 18, 2022 – Full season, preferred
June 21-July 19, 2022 – First session
July 17-August 18, 2022 – Second session
- Salary:** \$1,000 per week
- Benefits:** Room & Board included, lodging in lake house on Camp property, malpractice coverage, and \$250 reduced Camp tuition per child per week of employment.

Position Summary: B'nai B'rith Camp (BB Camp) seeks a dynamic RN to serve as the Wellness Center Manager at the Camp site on the Oregon coast. BB Camp provides medical care for campers and staff who attend BB Camp during the summer months. BB Camp's Wellness Center includes an infirmary and rooms for children who may require an overnight stay for observation. The Wellness Center employs 2-3 staff during the camp season. These staff include a Wellness Center Manager and at least one full-time assistant whose duties may consist of: dispensing home prescription medications, assisting in clinic flow, performing minor first aid, infirmary cleaning, and other duties as assigned. All Wellness Center staff must have current American Red Cross or equivalent certification in CPR and First Aid.

Responsible to: Camp Director and the Camp Medical Director who oversees medical care in the Wellness Center.

Supervisory duties of: Wellness Center Staff

Regular work hours and location: This is a full-time, summer, exempt position. Responsibilities performed at Camp Site (near Lincoln City). Wellness Center Manager is expected to be available for weekdays, weekends, and night-time. Wellness Center Manager will receive 24 hours off per week, and a minimum of 2 hours off per 24 hours.

Essential Functions:

- Responsible for the overall administration and supervision of the Wellness Center.
- Provides care to children and staff for minor injuries and illnesses and may provide first aid or dispense OTC medications in accordance with the Standing Orders and Treatment Guidelines.
- Provides initial triage and determines if patients can be treated at the Wellness Center or require service from local emergency services, hospital, or Urgent Care.
- Supervises and creates a schedule for Wellness Center Staff.
- Ensures daily presence of Wellness Center staff and orderly flow of patients in/out of daily clinics.

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- Creates system for patients who request to be seen during non-clinic hours.
- Supervises dispensing of home prescription medications or OTC medications to campers and may delegate this supervision to approved Wellness Center Staff.
- Ensures all encounters are documented in the Camp database.
- Maintains patient privacy according to HIPPA standards.
- Communicates effectively among staff, campers, and parents. In some situations, phone calls to parents will be made along with a backup medical provider and/or the Camp Director.
- Professionally maintains the Wellness Center ensuring it is sanitized regularly, organized, and uses universal precautions.
- Maintains inventory before, during, and post Camp season. Requests replacement inventory when needed.
- Collaborates with the on-call physician/APRN and/or camp leadership with issues that may arise
- Works with Medical Director to lead staff training for summer staff related to wellness at Camp.
- Checks and issue first aid kits as necessary, including those for overnight trips.
- Participate in supervisory and staff meetings.
- Some duties may be reassigned, and other duties may be assigned as required.

Qualifications and Job Requirements:

- Must have previous health care experience with children.
- Current Oregon licensure as RN or eligible to obtain a license to practice
- Current CPR and First Aid certification
- Strong Communication Skills
- Ability to work in a team environment and to collaborate effectively with a number of different stakeholders (parents, counselors, unit supervisors, medical staff, camp administration, etc.)
- Experience in first aid and emergency management
- Experience in both pediatric and adult illness/injury care
- Population/public health knowledge
- Excellent organizational, project management, and problem solving skills
- Prioritizes inclusivity within the work that is produced
- Ability to be flexible and manage change
- Previous experience working at a camp, or experience in a summer camp setting is preferred.

Additional Skills & Abilities:

- Must be able to independently carry out assigned tasks demonstrating good time management and personal motivation.
- Must be able to prioritize work load and respond appropriately to change.
- Must be able to communicate verbally and in writing using the English language.
- Must interact in respectful, friendly and supportive manner with campers and guests in all areas.
- Must work cooperatively with staff in all departments to meet the unique needs of each department or campers/ guests, including people with disabilities.

Additional Requirements:

- Must successfully pass criminal background check and, if applicable, fingerprinting
- Must be able to pass the pre-employment reference checks.
- Must be able to pass a drug screen
- Must be able to provide a copy of his/her own social security card for W-4 documentation.
- Must be able to provide applicable documentation(s) for I-9 in order to establish identity and authorization to work in the US.
- Must have valid driver's license, personal automobile liability insurance, and acceptable driving record.

Note: This job description is representative of the major position requirements and is not intended to be all-inclusive.

About B'nai B'rith Camp:

B'nai B'rith Camp, located on the Oregon coast, is a premier camp and conference center in the Pacific Northwest. Since 1921, B.B. Camp has been dedicated to providing the finest Jewish summer overnight camp experience for today's campers while preparing them to be tomorrow's community leaders. Since 2006, B.B. Camp has been serving the local community with our day camp program. In addition to our summer camp programs, we provide a wide range of youth, family, and community engagement programs, as well as rent our facility for conferences, retreats, and special events. B'nai B'rith Camp is open to everyone. B'nai B'rith Camp is licensed by the State of Oregon, accredited by the American Camp Association (ACA), and a member of the JCC Association. www.bbcamp.org

Application Process:

Interested applicants should submit a cover letter and resume to Bette Amir-Brownstein, Camp Director, at bamirbrownstein@bbcamp.org. Review of applications will begin immediately. Position is open until filled.