

Provincial Camp: Keji Tri-Venture

Health Services Assistant Position Description

Position Description

MISSION

To be a catalyst for girls empowering girls

Purpose:

To be responsible for the Keji Tri-Venture Adventure Camp 2023 overall health and well-being of the camp, including the campers and staff

Accountable to:

Health Assistant Lead

Responsibilities

Pre-Camp:

- To attend the Health Services pre-camp planning meetings.

Camp:

- To attend staff meetings.
- To adhere to **ALL** the health and safety guidelines as outlined in Safe Guide.
- To ensure the well being of all campers and staff by being aware of their physical and emotional condition.
- To help set up a Health Services station.
- To ensure **ALL** personal medication and personal health forms are kept in a locked container provided by the Keji Tri Adventure Camp 2023 Planning Team.
- To assist in administering and recording **ALL** medications and treatments given at camp on H.3 and H.4 forms.
- Health Services will keep all medication that requires refrigeration for front country campers.
- Health Services will keep a copy of all Health Forms on site.
- Respond to concerns of personal hygiene of campers and staff.
- To report all health and safety hazards and situations not up to standard to the Health Services Lead.

Post Camp

- To assist with closing of the campsite.
- To assist with ensuring that the Health Services area is clean and all remaining supplies returned.
- Submit and evaluation and report to the Health Services Lead.

Specific Qualifications

- Adult Member of the Girl Guides of Canada, Guides du Canada. 19 years of age in NS
- Have current Standard First Aid or higher
- Good organizational and communications skills
- Good team building skills
- Positive and flexible attitude

TERM

The term of commitment will be approximately three months for the planning, execution and wrap up of camp(s).

