

## **Wellness Person**

**Position Title:** Wellness Person

**Responsible to:** Camp Directors

**Term of Employment:** Staff Training Week till end of camp

**Remuneration:** Depending on Qualifications and Experience. (Note: room and board included)

**Level of Screening:** Due to the high degree of risk the position poses to vulnerable people, including children and people with disabilities, this position requires a clear criminal records check

### **General Responsibilities:**

Responsible for the implementation of the camp health plan, ensuring the health of campers and staff.

**Requirements:** must have up to date First-Aid and CPR, ideal job for someone pursuing a career in nursing or medical field.

The job description for all staff at Golden Lake United Church Camp is to **provide a safe Christian camp experience that campers will love.**

### **Staff Training Week:**

- Think about how the teachings of Jesus can be included in your program area.
- Find out who to contact in case of uncertainty (i.e. Local Doctors on call, emergency rooms).
- Take inventory of wellness centre weekly and suggest supplies to be purchased with approval of Camp Directors.
- Implement system for the distribution of medication.
- Post emergency contact information.
- Be thoroughly aware of camp crisis response outline, and camp health issues documents (Ontario Camping Association).
- Make sure first-aid equipment is readily available throughout the camp site.

### **Duties:**

- During Registration meet with parents and be aware of health issues with campers. Review health forms and note allergies and disabilities.
- Maintain confidentiality on personal matters of staff and campers.
- Provide care and comfort for sick or injured children.
- Distribute meds to children and staff.
- Keep thorough and complete records (follow up on accidents/injuries – record using incident reports – these need to be stored properly).
- Document all medicine and first-aid administered.
- Contact parents following accidents or hospital trips.
- Medicine must be properly stored and safely locked up. (Wellness centre locked at all times).
- Make sure the Wellness Centre is organized and kept clean (floors swept, counters and dishes washed)
- Participation in program/curriculum encouraged.
- **LIMITS AND BOUNDARIES** – in the event that a situation, illness or emergency, occurs that is beyond the basic first-aid training of the wellness person, that person will refer the situation to

a professional, such as emergency services, or local medical professionals.

- Perform any other tasks as needed.