**HEALTH CARE ASSISTANT**

**Qualifications:**

1. General interest is health care operations.
2. Certified in basic first aid and CPR
3. Ability to pay attention to detail and follow specific instructions.
4. Experience working with children, including childhood medical needs.
5. 21 years of age with drivers licenses and clean driving record preferred but not mandatory.

**Responsible to:** Nurse and/Leadership Team

**Specific Responsibilities:**

1. To support the day to day operations of the Health Center.
2. To assist in dispensing medication and keeping records.
3. To stock first aid kits and ready travel kits for groups leaving camp.
4. To help establish healthy practices in the camp community.
5. To perform daily cabin and building inspections.
6. To be on duty in the health center as required by nurse and leadership team.
7. To be available to assist in medical emergencies
8. To orient and acclimate volunteer medical personnel.
9. To work with health coordinator to share pertinent medical information on as needed basis with counselors.
10. To work with health coordinator to communicate with food service staff any food related medical needs or restrictions.
11. If Camp Don Lee approved driver, to drive campers and staff to medical appointments.