



MDSC JOB DESCRIPTION

Health Director

<p>General Summary</p>	<p>Under guidance of the Camp Director, is responsible for the health, safety and medical needs of all campers and staff, including dispensing prescription medication to campers, handling minor injuries and illnesses, and maintaining camp health logs. Works within the framework of the program, policies, standards and expectations of the Greek Orthodox Church, State of Michigan Licensing & Regulatory Affairs agency, American Camping Association, Alliance of Camp Health, and the Metropolis of Detroit Summer Camp Board of Trustees.</p>
<p>Principle Duties & Responsibilities</p>	<ol style="list-style-type: none"> 1. Provide an example of Christian behavior and language to all campers and fellow staff. 2. Upon arrival at camp, inspects infirmary and inventories all related camp healthcare supplies. Reports any supply shortages to Camp Director. Dispose of expired medications and make a list of medications which need to be purchased. 3. Assists Camp Director with camper registration. Discusses camper health issues with parents, documenting all issues. Takes custody of all camper medications and documents when they need to be given. 4. Instructs campers and staff at Orientation of the importance of health and safety at camp, as well as related rules and regulations. 5. Informs Counselors of specific health needs of their assigned campers. 6. Checks the physical condition of all campers upon arrival to camp, or during first swimming session. Conducts general checks of camper condition throughout their stay and prior to departure. 7. Assesses all campers who report to infirmary due to illness, injury, homesickness and/or bedwetting. Administers appropriate care and/or first aid. 8. Thoroughly documents any interaction with camper or staff who reports for a health-related concern. 9. Observes the health of camp staff, including kitchen staff. Makes appropriate recommendations to staff when they are ill, to avoid the spread of any illnesses. 10. Communicates to Camp Cook any camper dietary restrictions or variances that may be required. Print allergy lists for Directors/Kitchen 11. Maintains contact with community health services. 12. Communicates to Camp Director any serious camper or staff health concerns. Makes decisions regarding campers needing infirmary care. 13. Makes necessary recommendations to Camp Director when campers or staff need to see a physician or visit local hospital. 14. Contacts parents regarding any serious health conditions involving their children. 15. Assists with preparation for annual inspections. Meets with the State of Michigan inspectors, as necessary, during annual visit. 16. Monitors weather conditions and makes necessary recommendations to Program Director or Waterfront Director regarding camper activities. 17. Check all cabin, waterfront and travel First Aid/Bloodborne Pathogens kits and a daily/weekly basis and restock/refill as needed. 18. Inventories all infirmary supplies for yearend report. 19. May be required to transport injured/sick campers or staff to hospital. 20. Any other duties as requested by the Camp Director/Assistant Director

	21. Participates in MDSC Staff Orientation and completes all online module training prior to start of camp with designated board member. Confirms access to online medical module prior to start of camp.
Skills Required	<ol style="list-style-type: none"> 1. Ability to oversee all health-related activities of campers and staff during camp session. 2. Ability to work with children and staff of all ages, evaluate their health condition and make necessary diagnosis in order to remedy the condition. 3. Ability to make sound judgments regarding all health conditions, including emergency situations, and take necessary actions. 4. Ability to evaluate the camp health program objectively, and make necessary decisions and changes 5. Ability to work long hours, including dealing with after-hours health concerns. 6. Ability to quickly respond to any emergency at any location within the camp
Working Conditions	<ol style="list-style-type: none"> 1. Outdoor setting, with varied summer temperatures and indoor setting when required to work in the Infirmary. 2. Responsible for the health, safety and medical needs of all campers and staff.
Minimum Level of Preparation and Training	<ol style="list-style-type: none"> 1. Must be a minimum of 20 years of age and completed at least two years of college/university. 2. Completion of the Camp Health Officer Certification course, or equivalent, or is one of the following: <ul style="list-style-type: none"> • Licensed physician • Licensed physician assistant • Licensed nurse practitioner • Registered nurse • Licensed practical nurse • Licensed emergency medical technician • Licensed medical first responder 3. Certified in Basic Life Support (BLS) and cardiopulmonary resuscitation (CPR) by the American Red Cross or American Heart Association, or equivalent 4. Experience in leadership roles. 5. Completion of Archdiocese Youth Protection Online Training.
Reporting Relationship	Reports to the Camp Director and Assistant Camp Director
Subordinates	None
Salaried Position	Yes