

Position Title: Camp Nurse
Reports to: Camp Director(s)
Classification: Seasonal / Full-Time / Safety Sensitive



Position Summary

Supervise and be responsible for the general health and safety of campers and staff in accordance with the standards set by GSUSA, The American Camp Association, and the Oklahoma State Department of Health.

Principal Duties:

- Maintain and operate the health center in accordance with Oklahoma health laws and Girl Scout Standards.
- Take care of all cases of illness and injuries to campers and staff when necessary from the guidance of a licensed medical professional.
- Report all cases of illness and injury to Camp Director, including all items logged in registration software and any transport to hospital or clinic.
- Notify parents of all cases of illness or injury of campers with Camp Director's approval.
- Complete illness and accident report forms as soon as possible and return completed forms to Camp Director.
- Conduct a health assessment of all campers and staff who are arriving and departing from camp for observable illnesses, communicable diseases, and any other medical observations.
- Prepare and distribute first aid kits throughout camp including for all staff and in all buildings, units, and specialized activity areas. Ensure supplies are well stocked and distributed as needed.
- Arrange for adequate supply of first aid supplies to be ordered with Camp Director and consistently maintain needed supplies; make camp supply town runs as needed/directed.
- Review and verify staff and camper health information, treatment records, incident reports, and other health information daily; ensure all camp participants have appropriate paperwork on file.
- Provide ongoing communication with staff in regards to camper medications, allergies, and other health-related information.
- Collect and dispense all medication and other necessities daily to campers and staff.
- Keep an orderly and clean health center and living quarters, ensuring that the health center is not a gathering place or "hang out" area for campers and staff.
- Ensure camp staff and campers know and understand their role related to health care and first aid.
- Maintain Strict confidentiality and professionalism when handling sensitive information regarding campers or staff members.
- Assist in the management and care of facilities and equipment in all program areas; ensure these areas are kept free of hazards; oversee daily checks of area and equipment for safety, cleanliness, and good repair; report any issues to Camp Director in a timely and efficient manner.
- Assist with check-in and check-out of campers for each camp session.
- Attend entire pre-camp training and all regularly scheduled meetings/trainings in order to ensure open and positive communication with all staff; assist in planning and implementation as needed.
- Assist in opening and closing procedures for each summer camp session, as well as finalization of closing camps after all sessions are complete.

- Must be available to work and/or stay at camp up to three weekends with other staff to provide adequate supervision and healthcare for weekend camp sessions.
- Complete other duties as assigned by Director of Camp & Outdoor Program, Camp Director, Assistant Camp Director, and other designated leadership staff.

Qualifications

- Minimum age: 21 years old.
- Currently registered nurse, licensed practical nurse, physician, or physician's assistant in Oklahoma and/or an emergency medical technician, paramedic, first responder.
- Must be able to obtain certifications in Council "Let's Camp" Training, First Aid/CPR/AED and Youth Mental Health First Aid.
- Submit a health history and physical examination form signed by a licensed professional indicating good physical and mental health prior to staff training.
- Become a registered member of Girl Scouts Western Oklahoma and pay annual membership dues; clearance of criminal background check and drug screen.
- Accept the beliefs and principles of the Girl Scout Mission, Promise, and Law.
- Ability to supervise others and have strong leadership qualities.
- Ability to work with and understand the developmental needs of youth of all age levels.
- Have a genuine interest in and experience working with children.
- Display enthusiasm, flexibility, objectivity, and maturity of judgement.
- Ability to place needs of campers and camp program above personal desires.
- Ability to manage time effectively, work independently, and handle several projects or situations at the same time, ability to prioritize and problem solve in high-stress situations.
- Ability to work in a camp setting and appreciate the outdoors.
- Valid driver's license, insurance, and access to vehicle preferred.
- Camp experience preferred but not required.

Essential Functions of the Job

- Must be willing to work at a combination of day and overnight camp at both Camp Ekowah in Marlow, OK and Camp Trivera in OKC, OK.
- Ability to observe camper & staff behavior, assess appropriateness, enforce appropriate safety regulations and emergency procedures and appropriate behavior-management techniques.
- Must be able to react and respond to pre-set procedures in emergency situations involving campers and staff including but not limited to fire, evacuations, illnesses, or injury.
- Must possess strength and endurance required to assist in supervision of campers.
- Must be able to endure prolonged standing, bending, walking long distances over uneven terrains, and daily exposure to the sun, heat, other weather conditions, animals, and insects.
- Willing to live in a primitive camp setting and work irregular hours with limited or simple equipment and facilities.
- Ability to set up, take down, operate camp program equipment, and lift up to 50 lbs.
- Ability to use a telephone and computer.
- Observe and assess sanitation and safety conditions of camp.
- Ability to communicate with parents and staff about camper health concerns after obtaining Camp Director approval.
- Ability to set up, take down, operate camp program equipment, and lift up to 50 lbs.

- Attendance is required and is defined as having regular, consistent, reliable, punctual and predictable attendance, including the ability to work regular shifts, irregular hours, and on weekends when required between May 19-August 15, 2025.