



a seriousfun camp

Job Description

Title: Nursing Director
Reports to: Medical Director

The primary role of the Nursing Director is to ensure the safety, health and wellbeing of campers and their families, staff, and volunteers at Roundup River Ranch when camp is in session and during on-site programming. This is a full time opportunity for a uniquely qualified and experienced pediatric nurse. This position requires a highly motivated team player who finds working with children with serious medical conditions to be rewarding. Because of the complex and highly detailed application process to bring campers and volunteer nurses to camp, there is a strong administrative component to the position.

Job Responsibilities:

The Nursing Director, in collaboration with the medical team, is an advocate for camp, spreading the word about camp opportunities at RRR to campers, camper families and the greater medical community through presentations, attendance at awareness events and distribution of marketing and recruitment materials.

The Nursing Director, in collaboration with the Medical Director, is responsible for all aspects of the routine functioning of the medical center and for creating a welcoming environment for campers and staff. This includes but is not limited to:

- Ensuring that the medical center and the health care at camp is in compliance with all applicable State, Federal, American Camp Association and SeriousFun Children's Network of Camps standards
- Providing clinical care education, training, supervision and back-up on-call coverage to ensure that the nursing staff and medical volunteers are supported in providing routine and emergent clinical care to campers (staff, when appropriate)
- Overseeing inventory, maintenance, budget and ordering of medications, supplies and medical equipment
- Coordinating recruiting, hiring, training, and supervising medical staff and nurse volunteers
- Oversee training and supervision of summer nursing team, camp staff, and volunteers to ensure that the medical policies and procedures are being followed.
- Creating and supporting the medical staffing model for each session including: creating the schedules for Depot coverage, on-call coverage, cabin nurse assignments and medical staffing at high risk activity areas.
- Ensuring the confidentiality and safe storage of all medical records and medical information at camp.
- Performing detailed and comprehensive administrative duties and development of policies, training materials in an efficient and effective manner. Must demonstrate excellent attention to detail.
- Occasional business related travel may be required.

The Nursing Director, in collaboration with the Medical Director, is responsible for ensuring the medical safety of campers and their families when participating in camp programming. This includes but is not limited to:

- Temporarily filling the role of Medical Director, in the absence of the Medical Director
- Reviewing camper applications to determine medical eligibility for attendance at camp and communicating with parents and guardians to ensure that each camper's medical needs can be supported and accommodated while on site, and that all necessary medications, supplies and

equipment can be sent with the camper to camp or are available on site.

- Anticipating medical needs and program adaptation needs for campers with special medical diagnoses and communicating these needs with the appropriate camp and medical team members to ensure a safe and inclusive camp experience for each camper
- Coordinating medical check-in and check-out of campers, their medications, medical supplies and equipment, at camp and remotely if transported by bus and ensuring the medical supervision of campers during bus transportation to and from camp.

Special Conditions:

This is a full-time year-round position with significant time demands during the camp season. The Nursing Director is expected to be residential at the camp in Gypsum, CO when camp is in session. The year-round office is also located at the camp site in Gypsum, CO and the Nursing Director is not required to be residential when camp is not in session.

Roundup River Ranch believes in wellness and work life balance. The Nursing Director will be scheduled for one or more nights off during camp sessions and time off in between camp sessions. During this scheduled time-off, this position is encouraged to leave site and enjoy time off, however please note that when campers are on site, this position may be called back in the rare event of an emergent need.

Roundup River Ranch camp and medical staff will be expected to:

- Be able to identify emergency situations, either by seeing them happen, hearing cries for help, or hearing the emergency alert siren and bell.
- Have the strength, endurance, and physical skills to respond quickly and appropriately to emergency situations, according to written emergency procedures and plans.
- Be able to demonstrate or participate in camp activities as they medically supervise campers: this will require the ability to walk, sit, climb, kneel, crouch, stoop, and stand.
- Be able to move items or people. This will require the strength and mobility to push, pull, lift, and carry.

Reasonable accommodations on the above expectations may be met. The intention is to ensure camp staff are able to physically care for campers and ensure appropriate emergency response at all times.

Qualifications:

- BSN required (MSN, or NP preferred)
- State of CO Registered Nursing license (or in the process of applying)
- Certification in PALS, CPR
- Minimum of 3 years clinical nursing experience

Job Requirements

- Clinical proficiency with medical procedures, equipment, protocols used at camp (IV access, central venous and port access, G-tubes, oxygen concentrators, CPAP/BiPAP equipment, and pumps)
- Proficient functional computer skills using word, excel outlook etc.
- Leadership/supervisory experience
- Strong communication skills (written and oral)
- Strong organizational and administrative abilities
- Weekend, evening, and on-call night work required
- Residential is required during all summer camp and family camp sessions
- Malpractice insurance is required and can be purchased at <http://www.nso.com>

Applications:

For more information about Roundup River Ranch and to apply, please visit www.RoundupRiverRanch.org.

