



THE CAMPS OF THE ALOHA FOUNDATION

2968 LAKE MOREY ROAD ~ FAIRLEE, VERMONT 05045

THE ALOHA FOUNDATION **HEAD NURSE JOB DESCRIPTION**

The Head Nurse is an employee of The Aloha Foundation, responsible for ensuring the overall health and safety of our summer programs (Aloha, Aloha Hive, Lanakila, Horizons). While the Head Nurses have a primary camp assignment (that may or not include being in residence), a coverage schedule will be developed to ensure proper coverage at all programs. The Head Nurse is responsible for the safe operation of our Health Houses, the supervision and management of health house staff, the ongoing relationship with our covering pediatricians, and the overall health of the summer camp community.

Responsibilities

- Overall management of a health house serving approximately 200-250 children and adults
- Precise management of prescribed, OTC, and standing order medications
- Coordination of care between home and camp providers, and skillful communication/collaboration of resident camp staff
- Develop and implement nursing care plans while monitoring healthcare and maintaining health records
- Management of 4-5 health care assistants
- Collaboration with other health house teams for cross coverage and community health

Qualifications

- Valid Vermont Registered Nurse License (or eligibility to obtain one)
- At least one (1) year of pediatric, school or camp nursing experience preferred
- Desire to actively participate in a summer camp community of children and adults
- Experience with electronic medical records and computer proficiency
- Good communication skills with both adults and children (e.g., campers, parents, camp staff, and other medical providers)
- The ideal candidate will be hard-working, enthusiastic, have a good sense of humor, and be interested in being an active participant in the summer camp community

Job Overview (Full-Time embedded is preferred, but will consider not embedded applicants.)

- **Full-Time embedded-** will live and work at the camp for duration of summer between the dates of June 9 and August 15, 2019.
 - Coverage and on-call schedule accommodates one 24-hour day-off per week
 - Competitive salary
 - Room and board
 - Tuition benefits for children within the parameters of our scholarship program

- **Full-Time, not embedded-** will receive a weekly schedule between the dates of June 9 and August 15, 2019.
 - Approximately 30-35 hours weekly
 - Coverage and on-call schedule to provide at least some coverage 5-6 days per week
 - Competitive hourly rate plus meals when on site
 - Preferred hours 0730-1430

- **Per-Diem, not embedded-** hours negotiated weekly based on the needs of the organization between the dates of June 9 and August 15, 2019.
 - Across part-time positions, coverage for 15-35 hours per week
 - Competitive hourly rate plus meals when on site
 - Preferred hours 0730-1430

To apply, send resume to Cheryl McKinley: cheryl_mckinley@alohafoundation.org and complete the Support Staff application posted on our website: <https://alohafoundation.org/employment/>

Aloha Foundation is an inclusive organization that welcomes people from all backgrounds. It does not discriminate in employment or in its programs or activities on the basis of race, creed, color, place of birth, ancestry, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, age, marital status, disability, service in the armed forces of the United States, genetic information, or any other status or characteristic protected by applicable law.

February 5, 2019