



<b>Position Title:</b>	Health Care Provider
<b>Program:</b>	Christie Lake Kids Camp
<b>Requirements:</b>	Enrolment in an accredited nursing program 2 <sup>nd</sup> –4 <sup>th</sup> year
<b>Available Positions:</b>	3 student positions available
<b>Reports To:</b>	Camp Director, Assistant Camp Director
<b>Contract length:</b>	5 Weeks
<b>Salary:</b>	\$6,004 /contract

### Organizational Background

Christie Lake Kids (CLK) is a charitable organization that has been serving children and youth living in low-income households in the Ottawa area since 1922. CLK provides year-round services to children and youth through an excellent camp experience and strategically located city recreational opportunities through the STAR (Skills Through Arts and Recreation) program. Our mandate is to provide high quality recreation opportunities that help children and youth build the skills necessary for developing long-term resiliency.

*Christie Lake Kids is an organization committed to reflecting the communities we serve, and we are deeply committed to equity in employment opportunities. Part of our commitment to building and maintaining a diverse workforce means that we encourage and will prioritize applications from those who have been equity-denied, including Indigenous Peoples, Black and racialized people, members of the 2SLGBTQIA+, etc.*

### Value of working at Christie Lake Kids

As part of the Christie Lake Kids Summer Staff team, staff gain valuable experience, skills, and opportunities that support their personal and professional growth.

Benefits include:

- **Meals and Accommodation:** Provided during training, camp sessions and wrap up.
- **Professional Experience:** An opportunity to work hands-on with children and youth, developing skills in program development, program facilitation, program evaluation and leadership.
- **Skill Development:** Gain experience working with diverse populations and children with complex needs, a highly valuable asset for careers in Child and Youth Care and related fields. Develop qualities like patience, resilience, adaptability, and a strong sense of teamwork, all while making a meaningful



- impact in the lives of children and youth.
- **Training and Certification Opportunities:** Enhance your qualifications through certifications like Nonviolent Crisis Intervention, or Mental Health First Aid, provided at no cost.
  - **Placement Hours:** Eligible students in Child and Youth Care, Social Work, or related fields can count their camp job experience toward placement or practicum hours, subject to approval by their academic institution.
  - **Networking and References:** Build connections in the field and receive professional references upon successful completion of your summer contract.
  - **Outdoor Environment:** Enjoy a unique opportunity to live and work in a natural setting with access to amenities such as canoeing, swimming, rock wall climbing, mountain biking, and more.

### **Job Summary**

The Health Care Providers are members of the Christie Lake Camp Senior Staff team who live onsite and are responsible for the coordination of daily healthcare needs for all campers and staff on-site. As a Health Care Provider, you are responsible for providing an exceptional camp experience for all campers while ensuring a safe and fun environment.

This position offers the potential opportunity for additional employment with groups renting Christie Lake Camp during the off-season.

### **Camp Dates**

- **Pre-camp:** June 30-July 5
- **Break 1:** July 5-7
- **Session 1:** July 7-12
- **Break 2:** July 12-14
- **Session 2:** July 14-19
- **Break 3:** July 19-21
- **Session 3:** July 21-26
- **Break 4:** July 26-28
- **Session 4:** July 28- Aug 2

*\*Senior Staff must be available to be on-site for all the above dates excluding breaks. You are encouraged to contact the hiring team as soon as possible with any questions related to availability conflicts/accommodations.*

### **Duties and Responsibilities**

Health Care Provider



Including but not limited to,

- Oversee the day-to-day operations in the Health Care Centre
- Inventory and stock medical supplies in the Health Care Centre
- Maintain confidentiality and safeguard the medical records of all staff and campers
- Maintain safety and health standards
- Professionally attend to all assignments and supervisory duties
- Review all camper and staff medical forms; collect and store medications securely in the Health Care Centre
- Dispense medications to campers and staff who require medications on a regular schedule, assessing for side effects and efficacy
- Contact campers' parent/guardian regarding medical issues; document on files as needed
- Provide leadership in medical emergencies and determine the need for emergency services to be called for a camper or staff member requiring immediate care
- Assess all campers and staff with significant injuries
- Provide care for and supervision of any camper or staff that is too ill to participate in daily camp activities
- In collaboration with Camp Management, determine when campers/staff should return home due to health concerns/injuries
- In collaboration with Camp Management, update guardians regarding camper health concerns observed while at camp and refer them to suitable resources
- Submit necessary incident reports to Camp Management within 24 hours of the incident taking place
- Keep the Health Care Centre clean and sanitized including bathrooms and patient rooms
- During Interest Groups, visit each cabin to ensure its cleanliness. Results to be presented during lunch or dinner
- Facilitate the learning of campers receiving their First Aid Level I and First Aid Level II
- Inventory, pack and close down medical center at the end of the camp session
- When circumstances allow, support with camp programming such as swimming, awards, and afternoon/evening programs

#### Senior Staff (general)

- Work in a manner that preserves confidentiality, mitigates risk and always puts safety first



- Incorporate and strengthen collaborative and interdisciplinary teamwork
- Communicate clearly and respectfully with all staff members
- Mentor Counsellors to instill positive strategies for working with children and youth
- Maintain professional working relationships with all team members and cabin mates
- Respect and value intersectional inclusion, diversity equity and accessibility
- Contribute to the organization's effort to collect, analyze, and report on data and relevant information
- Contribute to the organization's work by participating in meetings as necessary
- Support and be present at all camp programs when possible
- Support Instructors with programs when possible
- Support Waterfront Manager during swimming and awards when possible
- Participate in general end of summer wrap-up tasks as well as those relating to your section
- Maintain a clean and hygienic personal cabin environment
- Help in the cleaning of common areas, according to the schedule given out at the beginning of each session
- Occasionally support with camp-wide sweeps, according to the schedule given out at the beginning of each session
- Fill in or support in other areas in the event that a team member is pulled away or sick
- Carry out any other responsibilities as designated by Camp Management

### **Desired Qualifications**

- Enrolment in an accredited nursing program (any level)
- Current Standard First aid with CPR-C or equivalent
- Demonstrated organizational and planning skills
- Demonstrated skill in working with children and youth who present with a variety of complex needs or behaviours
- Be of excellent character, modeling honesty, integrity and respect
- Possess enthusiasm, energy, patience and a sense of humour
- Experience and/or desire to work with children in a dynamic outdoor setting
- Ability to relate well to peers, to be a team player and, to give/receive feedback
- Confidence in leading activities
- Proficiency in English (verbal, written, spoken)

### **Assets**

- Experience working in camp/overnight camp setting



- Nonviolent Crisis Intervention
- High Five
- Mental Health First Aid
- Outdoor education related experience/certifications
- Current or expired Bronze or National Lifeguard certifications
- G class driver's license

### **Physical Requirements**

*The ideal candidate must be able to complete all physical requirements of the job with or without a reasonable accommodation*

Due to the nature of summer camp, candidates must be able to:

- Spend approx. 75% of each day outdoors and active (walking, swimming, canoeing, participating in programs etc.) with limited stationary time
- Occasionally transport supplies/equipment up to 40 lbs
- Work outdoors in a variety of weather conditions (heat, high sun exposure, rain etc.)

### **How to apply**

Interested candidates are invited to apply via email. The hiring team can be reached at [camp@christielakekids.com](mailto:camp@christielakekids.com) with any questions about the process and/or positions.

Positions will remain posted until filled, candidates are encouraged to apply as soon as possible.

Interviews for this position are expected to begin early February. Please note that applicants may be contacted for interviews prior to this date.

*\*No alcohol or substances are permitted onsite. Please inquire about the Christie Lake Kids Camp smoking policy if applicable.*