

## **POSITION: Session Charge Nurse(s) (SCN)**

**Purpose:** A 2-week position (preferred).

The SCN coordinates and facilitates the daily operations of the Camp Nejeda Health Center. Four SCNs are needed to cover the four 2-week sessions:

Staff Week plus Session 1, Session 2, Session 3, or Session 4.

Please check online for camp session dates at [www.campnejeda.org](http://www.campnejeda.org).

### **Qualifications:**

RN with pediatric experience and at least two prior years at Camp Nejeda

**Responsible To:** Health Center Director (HCD)

### **Duties and Responsibilities:**

1. Facilitate the daily operations of the Camp Nejeda Health Center.
2. Teach incoming nurses what her/his duties are and how to accomplish them.
3. Orient nurses for each session when they arrive on Saturday evening.
4. Supervise the nurses and other HC staff on a daily basis.
5. Instruct counselors in proper diabetes safety and management during staff week, throughout the session, and in refresher classes in between sessions.
6. Work with the Health Center Director to determine cabin assignments, HC shift schedules, nurse staffing for off-campus trips and time-off schedules.
7. Attend the daily directors' meeting with the Executive Director, Camp Director, and Maintenance Director.
8. Supervise the medical preparations for off-campus trips.
9. Attend and assist at Nurse Training Sessions.
10. Attend weekly counselor staff meetings during stay.
11. Act as Fire Marshall for Helmsley Health Center
12. Other duties as assigned.