



Health Director

Girl Scouts of Greater New York Background

For over a century, Girl Scouts has been instilling generations of girls with the skills and knowledge to become young women of courage, confidence, and character, to speak out and be leaders. Today, Girl Scouts of Greater New York (GSGNY) is delivering its message of empowerment and engaging more than 38,000 girls of every race, background, and religion. GSGNY's vision is a New York City in which every girl feels empowered to lead in her community, the workplace, and the world. GSGNY has become a hub for innovation within the broader Girl Scouts movement, presenting new ways to engage and inspire the next generation of young leaders.

Recent investments and initiatives include:

- **The Leadership Institute** provides middle and high school aged girls with 21st century leadership skills and subject-specific knowledge and experiences that will help girls reshape their views on leadership and about their own potential to transform into powerful agents of change, while equipping them to succeed in school and their future careers.
- **Troop 6000** is the first Girl Scout program specially designed to serve the thousands of girls currently living in the New York City homeless shelter system.
- **Cybersecurity Programs** at Girl Scouts were designed to serve the evolving needs of New York City's girls and New York City's workforce. With the goal of encouraging girls to consider careers that require STEM skills, this program ensures girls have the tools and knowledge they need to safely navigate our increasingly tech-driven world.
- **Anti-Racist and Anti-Bias Training:** We teach girls to lead by example, and to that end, we are committed to doing the work necessary to become an anti-racist organization. We are working to partner with experts in the areas of race, inclusion, and equity to conduct a series of trainings.
- **Camp Kaufmann:** The camp experience is an essential part of Girl Scouting – and as the only Girl Scout council in the nation serving a 100% urban population, we prioritize offering high quality outdoor education opportunities to New York City girls. We recently upgraded and enhanced facilities at our 425-acre Camp Kaufmann in Dutchess County, including the construction of a new swimming pool.

Guided by an ambitious strategic plan and its dynamic CEO, Meridith Maskara, Girl Scouts of Greater New York aims to expand to reach more girls while serving as an innovating force within the national Girl Scout movement.

Position Description

Responsible for recommending and providing appropriate physical/mental/emotional care to all staff and campers and supervision of other healthcare staff. Must provide care and administer treatment in accordance with the NYDOH, GSUSA, HIPAA and the ACA; while being passionate about the mission of Girl Scouting and understanding the great impact camp can have on a girl. Seasonal Position—Summer 2022 at Camp Kaufmann.

Responsibilities

- Administer first aid for minor injuries in case of accident or illness.
- Assist in screening and monitoring all staff and campers for signs and symptoms of COVID-19.
- Follow all protocols laid out in the Camp Kaufmann Communicable Disease Plan.
- Responsible for the safety and well-being of campers and staff.
- Review all camper and staff medical forms at least two weeks prior to their arrival at camp. Contact any caregiver whose child has special needs or who has any questions.
- Maintain open regular communication with the Camp Director.
- Dispense over-the-counter medication to campers as needed.
- Collect and dispense all prescription medications brought by campers. Confirm that each prescription is in its original container and that it is prescribed to the camper.
- Obtain permission from caregivers for treatment of anyone under 18.
- Take responsibility for calling a physician or 911 when warranted.
- Maintain accurate records in a bound notebook of all visits to the health center.
- Maintain and secure the confidentiality of all health forms in compliance with HIPAA. The Health Director, Camp Nurse, and Camp Director have the only access to these securely locked medical records. Decisions to release medical information to other staff members will be based on the camper's needs and parents' authorization.
- Model and teach good health practices for all staff and campers.
- Refer campers and staff to physician's care at clinic or hospital with approval of Camp Director.
- Confer with caregivers as necessary.
- Assist in screening incoming campers for any illnesses, infections, bruises, rashes, and other health concerns.
- Assist campers and staff in emergency situations.
- Notify the appropriate staff members of camper allergies, medications, and health concerns including the head cook and unit counselors.
- Supervise members of the healthcare staff.
- Maintain, inventory, and order additional Health Center supply along with the Camp Director.
- Participate in and lead specific areas of staff training pertaining to camp health and safety, including, but not limited to standard precautions, how to administer aid and what type of aid needs more than general first aid.
- Responsible for the safety and well-being of campers and staff while in the Health Center.
- Responsible for maintaining a clean and sanitized Health Center at all times.
- Live on camp property for the duration of the camp season.
- Participate in camp activities when possible
- Report incidents/accidents to the Camp Director immediately.
- Report suspected child abuse to the appropriate authorities immediately and inform the camp director as soon as possible.
- Demonstrate sound problem-solving techniques.
- Participate in all aspects of camp including staff week and camp clean-up.

- Comply with personnel policies.
- Work as a team player.
- Observe dress code guidelines, be prepared at all times, and follow camp protocols put in place by the Leadership Team.
- Subscribe to the mission of the Girl Scouts of the USA by becoming a member if not already a member.
- Provide excellent customer service to other staff members, campers, parents, guardians, and other visitors to camp.
- Accept other responsibilities as deemed necessary by the Camp Director/Leadership Team.

Minimum Qualifications in accordance with ACA (American Camp Association), NYSDOH (New York State Department of Health) and GSUSA (Girl Scouts of the USA) standards:

- Current **New York** certification in one or more of the following is a must: Licensed Practical Nurse, Registered Nurse, Physician's Assistant, or Emergency Medical Technician (as per NYS code part 7-2 8A)
- Current New York State accepted certification in CPR and First Aid or willingness to obtain.
- Be at least 21 years of age.
- Be fully vaccinated against COVID-19.
- Clearance through the Sex Offender Registry and Criminal Background Check for personnel file.
- Minimum of 1 year experience working with children.
- Willingness to place the needs of girls and camp as a priority.
- Desire and ability to work with and relate to children and peers in an outdoor environment.
- The acceptance and understanding that employment is at a resident (overnight) camp and that therefore, work hours are irregular.
- Demonstrate sensitivity to the needs of campers.
- Demonstrate enthusiasm, sense of humor, patience, self-control and ability to adapt well to changing situations.

Preferred Qualifications

- Prior camp experience and/or interest in the Girl Scout Camping program helpful.
- Pediatric experience helpful.

COVID Guidelines

The health and safety of our staff, girls, and volunteer community is our highest priority. As such, the Girl Scouts of Greater New York (GSGNY) is requiring all newly hired, (and current) staff members to be fully vaccinated with an FDA authorized and/or approved COVID-19 vaccine as a condition of employment. Requests for reasonable accommodations for medical or religious reasons will be considered in accordance with applicable law.

Physical Demands

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Ability to lift 40 pounds.
- Good health and stamina necessary to work in the camp setting.
- Ability to stand and/or walk for long periods of time.

Required

A candidate must be available to attend ALL trainings as needed (June 26th – July 1st) in preparation for the summer program as well as be available to work for the ENTIRE 4 weeks of camp and clean up (July 3rd – July 29th). Additional certification classes may also be required.

Compensation

\$7,500 - \$8,460 for the season (June 26th – July 29th) depending on experience and certifications. Room and board are included (meaning we will provide you with a place to stay and food to eat for the duration of your employment) as well as a travel stipend of \$300.

Schedule

Working at camp can require long hours. The Camp Nurse will be responsible for administering medication at each meal as well as bedtime, assisting with the collection and return of medication during the check-in/check-out process. At all other times, the nurse is on call to respond to any incidents that may occur.

To Apply

- Please go to <https://girlscoutsnyc.campbrainstaff.com> to apply.
- Questions? Contact Margeaux Sullivan at msullivan@girlscoutsnyc.org. Please include **“Health Director”** in the subject line of your e-mail. No phone calls please.

The Girl Scouts of Greater New York are an equal opportunity and affirmative action employer.

This job description should not be interpreted as all-inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description. Any essential function or requirement of this job will be evaluated as necessary should an incumbent or applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation(s) for the specific disability will be made for the incumbent or applicant when possible.