

*Setebaid Services,<sup>®</sup> Inc.*

**NURSE**

Job Description  
(Seasonal Volunteer Position)

***PURPOSE AND GENERAL JOB SUMMARY***

The Nurse responsible for the general health and safety of campers and staff, and works to improve the health care skills of campers at one of the organization's youth programs, a camp for children and/or teens with diabetes, always working within the policies and budget set by Setebaid Services,<sup>®</sup> Inc.'s Board of Directors. This position is an at-will, volunteer, seasonal (temporary), position.

***QUALIFICATIONS***

- At least 21 years of age.
- State licensed RN, LPN, or PA
- Readiness and ability to adapt to camp work situation.
- Emotional stability to meet emergencies with good judgment.
- Knowledge of the safe use and storage of medicines and equipment.
- Interest and ability to inspire confidence in children.

***RESPONSIBLE TO*** Health Services Administrator

***RESPONSIBILITIES***

1. Participate in pre-camp training.
2. Comply with personnel policies for seasonal camp staff.
3. Ensure safe use of insulin and blood testing equipment and supplies.
4. Assist with testing and insulin administration.
5. Provide first aid.
6. Distribute medications as needed.
7. Maintain records, insurance forms, and log book.
8. Participate in infirmary housekeeping duties.
9. Assist with screening of incoming campers and staff.
10. Relay medical problems to Health Services Administrator or Medical Director.

***JOB SPECIFICATIONS:***

**A. Physical Demands:**

1. Good Physical and mental health, neat, clean, and well groomed.
2. Constant standing, sitting and walking during working hours.
3. Turning, stooping, bending, climbing, stretching, and lifting up to 75 Lbs.
4. Finger and hand dexterity necessary to use medical and program equipment.
5. Visual, speech, and auditory acuity required to conduct office activities.

**B. Special Requirements:**

1. Possession of current driver's license to operate a motor vehicle in the Commonwealth of Pennsylvania.
2. Must have reliable transportation to and from work, and to Committee meetings.
3. Available during the program 24 hours per day.

**C. Environmental Conditions:**

1. Work will be conducted from a home office and at the program site. Much of the work will be conducted outside in environments that are not climate controlled; some work will be in the outdoors where it may be cold, or extremely hot. It may be damp or dry, depending on the weather.
2. Outside travel may be in extreme temperature ranges from hot to cold, and/or high or low humidity, rain, and fog.