

## Denver Area Council – Peaceful Valley Scout Ranch

<b>Job Title:</b>	Health Officer	<b>Property:</b>	Peaceful Valley Scout Ranch
<b>Camp/Department:</b>	Administration, Operations	<b>Salary Level:</b>	To be determined
<b>Location:</b>	22799 N. Elbert Rd Elbert, CO 80106	<b>Staff Supervisor?:</b>	Yes
<b>Reports to:</b>	Ranch Director	<b>Certifications Req:</b>	Yes
<b>Will Certify Applicant?:</b>	Most, but not all certifications	<b>Driving Required?</b>	Yes

### Job Summary

Oversee and address the health and safety needs of the ranch and all participants and staff. Help manage emergency situations. Work with the Ranch Director on unsafe conditions and actions within the camp.

### Job Description

#### ROLE AND RESPONSIBILITIES

- Oversee and provide limited health care (as outlined in Standing Orders provided by the Council Medical Director) that meets the needs of campers and staff.
- Ensure good conditions within the camp that relate to health, safety, sanitation and housekeeping.
- Train staff on their role in medical situations and procedures as well as proper sanitation of camp supplies and facilities.
- Train, supervise and evaluate direct report staff.
- Maintain a daily sick and injury log. Present to Camp Director weekly for inspection.
- Organize and conduct the “Medical Re-Check” before campers begin camp activities. Review medical forms submitted 10-days in advance to ensure completeness.
- Maintain first aid and safety supplies in medical lodge and around camp. Restock and re-order as needed.
- Maintain the cleanliness and proper function of the medical lodge and medical vehicle(s).
- Work with the Ranch Director to coordinate off-site treatment for those that need it.
- Notify the Ranch Director immediately when a medical situation is likely to lead to the activation of non-camp Emergency Medical Services (911). Act as a liaison between the camp and local EMS.
- Establish a good relationship with campers, leaders and staff.
- Respond to camp emergencies. Provide medical care as needed.
- Participate in camp-wide activities.
- Assist in the set up and take down of all camp facilities.
- Submit a “closing report” at the end of the season which includes inventories, daily duties and suggestions for improvement the following year.
- Other duties as assigned.

### **CERTIFICATIONS REQUIRED**

- Registered Nurse (or higher medical certification (NOT provided by Council))
- BSA Health Officer Orientation (Online Prior to Camp)
- CPR, AED, First Aid, Prior to Start of Camp (Provided if Needed)
- Youth Protection (Online Prior to Camp)
- BSA Weather Hazards (Online Prior to Camp)
- BSA Drive Safely (Online Prior to Camp)
- FEMA Multi-Hazard Planning for Child Care (Online Prior to Camp)
- FEMA ICS 100 Introduction to Incident Command (Online Prior to Camp)
- BSA Unlawful Harassment Prevention (Online Prior to Camp)
- Standard Precautions Training (Online Prior to Camp)
- More training may be required as determined by Camp Management

### **REQUIRED FOR THE JOB**

- Must be able to read, speak and write the English language
- Must be able to respond effectively to camp emergencies in various weather conditions
- Must have ability to move camp property in various weather conditions
- Must be able to work outdoors at an elevation of 7,000+ feet above sea level
- Must be 21 years of age or older
- Valid Driver's License and History Insurable by Insurance Company
- Must meet State of Colorado requirements for this position.
- Must be able to pass a background check from the TRAILS database, CBI and the FBI
- Must be able to become a member of the Boy Scouts of America

### **DIRECTLY SUPERVISES**

- Health Aides

### **ADDITIONAL NOTES**

- A RN or higher certification is required to meet State of Colorado requirements. The Health Officer must be on site whenever campers are on property.