

## 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>	Grade 5
<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. 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).
- 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**

- EMT (preferably RN) or higher medical certification (NOT provided by Council)
- BSA Health Officer Orientation (Online Prior to Camp)
- Medication Administration if certification is not EMT (Provided by the Council)
- CPR, AED and First Aid (Prior to Camp)
- Youth Protection (Online Prior to Camp)
- BSA Program Safety (Online Prior to Camp)
- FEMA Multi-Hazard Planning for Child Care (Online Prior to Camp)
- BSA Unlawful Harassment Prevention (Online Prior to Camp)
- Standard Precautions Training (Provided by the Council)

### **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 18 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**

- Some unpaid volunteer planning work is required in the off-season (August to May).