

GIRLS CLUB OF GREENFIELD, INC.
35 PIERCE STREET
GREENFIELD, MA 01301
774-7407

JOB DESCRIPTION

Health Care Supervisor

Responsibilities

1. Responsible for the daily operations of the health care program.
2. Provide first aid (within the scope of practice or training).
3. Provide medication storage, documentation, and administration.
4. Maintain confidentiality as required by HIPAA.
5. Be alert to unusual behaviors, injuries, signs of illness.
6. Report any potential safety problems to the camp administration.
7. Support Girls Club of Greenfield in the community. Honor the confidentiality of what you know about individual children.
8. The hours would be 8:45 AM to 3:45 PM with a thirty-minute lunch. Camp runs from June 29-August 21, 2020.

Qualifications

1. Must be 18 years or older and meet the qualifications for the state of Massachusetts to be a Registered Nurse (RN), Licensed Practical Nurse (LPN), or Certified Nurse Practitioner.
2. Must have proof of First Aid and CPR training.
3. Must have proof of the following trainings:
 - a. Oral and Topical Prescription Medication Administration
 - b. Signs and symptoms of Hypo and Hyperglycemia
 - c. Administering Epinephrine
4. Resume with 3 professional references.
5. Working with children is preferred but not required.