



## YMCA of Greater Vancouver Employment Opportunity – Camp Elphinstone

**Date Posted:** November 17, 2017

**Position Title:** Wellness Director and Wellness Assistant

**Location:** YMCA Camp Elphinstone: Gibsons, BC

**Terms:** Full-Time – Seasonal Contract

**Salary:** \$90.80-\$100/day

**Term:** Wellness Section Director: June 18, 2018 – September 1, 2018 - 6 days a week  
Wellness Assistant: June 23, 2018 – August 24, 2018 - 6 days a week

**Reports To:** Camp Director/Camp Manager

### Nature & Scope:

The Wellness Section Director will be a member of the senior support staff team and will provide expertise, experience and skills specific to the operation of the camp Health Centre. The Wellness Assistant is part of the program staff team and will assist with supporting campers' health needs and the daily tasks of the health centre. These people will be required to live on-site in the Health Centre.

### Specific Positions:

Wellness Director – provides support in all areas of camp to ensure a healthy and safe camp environment for participants and staff, physically, socially, and emotionally. They ensure a clean and healthy camp environment is maintained through check-ins with campers and staff, facility audits, and supports staff in providing for a high degree of care for campers. The Wellness Director also has responsibility for camper information systems at camp, including parent communication and camper information. Record keeping and general health for campers and staff will be a constant concern for the Wellness Director.

Wellness Assistant - The Wellness Assistant provides support to the Wellness Director and helps in all areas of camp to ensure a healthy and safe camp environment for participants and staff- physically, socially, and emotionally. This person helps to ensure a clean and healthy camp environment is maintained and supports staff in providing a high degree of care for campers. The Wellness Assistant is also responsible for helping maintain camper information systems at camp.

### Major Responsibilities:

- Provide leadership and role modeling to all staff
- Assess and treat campers and staff who report to the Health Centre
- Dispense medications and maintain a log of medications dispensed
- Assess campers requesting PRN medications, administer and track
- Maintain a Health Centre log and complete accident/incident reports when appropriate
- Complete WCB forms when appropriate
- Ensure the Camp Director/Manager is kept apprised of developing situations and seek help should a challenging situation arise
- Ensure the Wellness Centre and all first aid kits on site are kept adequately stocked
- Provide first aid for incidents as required
- Contact parents of campers with health related issues and maintain a Health Centre Communication Log
- Manage health checks for all campers
- Maintain accurate "No Photo" lists of campers
- Provide health education and awareness, including sun safety, hygiene, and cabin cleanliness

*The Wellness Staff may be asked to assist in duties not listed above. The YMCA expects the support of all staff members in fulfilling objectives that may not be specific to this position.*

**Wellness Director Requirements:**

- Min. 3rd year nursing program (4<sup>th</sup> year/LPN/RN preferred)
- CPR-C & AED
- Advanced First Aid (40+hrs)

**Wellness Assistant Requirements:**

- Standard first aid
- CPR-C & AED
- Nursing student (min. 2<sup>nd</sup> year)
- Paramedic or Occupational First aid 3 an asset

**Competencies:**

*Child-Centered:* Demonstrates an ability to provide child-centered, developmental and age appropriate environments and programs

*Values:* Demonstrates a high level of commitment to the Association's mission and core values

*Leadership:* Motivates and inspires self and others to take action to achieve desired outcomes

*Service Orientation:* Deliberately identifies and creates opportunities to enhance each and every person's YMCA experience

*Communication:* Communicates in a thorough, clear and timely manner

*Concern for Health:* Acknowledges and understands how to manage and educate others of risk and harm reduction

Please click here for the [Camp Elphinstone 2018 Application Guide](#)

**Application Process:**

Internal applicants should inform their supervisor prior to application. Complete online application using the following links:

Internal Applicants: Please apply [HERE](#)

External Applicants: Please apply [HERE](#)

Application deadline: **Until Filled**

*Thank you for your interest and application.*

*Due to the high volume of applications received, only short-listed candidates will be contacted.*



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