

Job Title:	Remote Health Aide	Property:	McNeil Scout Ranch at Peaceful Valley
Camp/Department:	Operations	Salary Level:	Based upon current salary chart
Location:	Remote	Staff Supervisor?:	No
Reports to:	Health Officer	Certifications Req:	No
Will Certify Applicant?:	No	Driving Required?	No
Job Summary			
Assist the Health Team by reviewing camper and staff medical and health forms prior to arrival. Communicate with campers, parents, and other stakeholders for proper completion of forms. Assist in managing the health email inbox.			
Job Description			
<p>ROLE AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> Review submitted medical and health forms from campers prior to their camp session. Ensure completeness following Boy Scouts of America and State of Colorado regulations and requirements for medical forms. Provide a completion report to the health team prior to the start of the session that includes any outstanding issues from medical forms and what they should look for upon camper arrival. Communicate with campers, parents and adult leaders on needs to complete forms correctly prior to their arrival. Assist in providing proper direction and guidance. May access the State of Colorado immunization database to help campers in retrieving immunization records. Assist in monitoring the health email inbox and responding to inquires remotely and communicating with on-site staff of emails they will need to respond to. May assist campers or staff with finding off-site care after camp for reported injuries and worker’s compensation claims. Establish a good relationship with campers, leaders and staff. 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. <p>TRAINING REQUIRED</p> <ul style="list-style-type: none"> Youth Protection (Online Prior to Camp) More training may be required as determined by Camp Management <p>REQUIRED FOR THE JOB</p> <ul style="list-style-type: none"> Must have knowledge of a Scouts BSA and Cub Scout camp and the health operations. Preferred – Knowledge of CampDoc and how it works Must be able to read, speak and write the English language Must be 18 years of age or older 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 <p>DIRECTLY SUPERVISES</p> <ul style="list-style-type: none"> None 			

ADDITIONAL NOTES

- None