



First Aid Attendant

Job Title:	<i>First Aid Attendant</i>
Job Duration:	<i>June 24th – August 26th, 2024</i>
Job Hours:	<ul style="list-style-type: none">• <i>Overnight Camp Hours</i>• <i>Monday – Friday</i>• <i>Daily wage</i>
Salary:	<ul style="list-style-type: none">• <i>\$153.2 / day</i>• <i>\$766 / week</i>• <i>\$7047.20 / Seasonal Contract Including Training Dates Plus 4% Vacation Pay</i>
Reports To:	<i>Summer Camp and Outdoor Education Director</i>
Application Deadlines	<ul style="list-style-type: none">• <i>Open until filled</i>

Job Purpose

As a summer camp, Sasamat Outdoor Centre prides itself on creating an engaging and supportive community where children are made to feel included in the camp culture. The supportive nature of the camp allows for campers to try new activities and develop new skills with the help of caring staff members. Sasamat's summer camp and outdoor centre is located in beautiful British Columbia.

The First Aid Specialist is an overnight camp position that provides first aid to campers at both Sasamat and Belcarra day camps. They are also responsible for the recording, organization, and distribution of overnight camper medications. The First Aid Attendant will remain on call and participate in any camp wide emergency procedure practices or live scenarios in collaboration with other camp leaders, situation dependent. In The First Aid Attendant will help provide insight and maintain to Sasamat's first aid structures and emergency approaches.

The First Aid Attendant should expect to interact regularly with children aged 6 – 15. Common first aid situations at camp include: cuts, bruises, falls, twisted ankles, sun and heat exposure, etc. Summer camps are an active outdoor environment where dislocations, breaks, and major cuts can happen. Common medical considerations for campers may include the following: daily (morning or evening) medications, food allergies, medication allergies, etc. All first aid responses and medications are to be properly documented with Sasamat's injury and illness reports.

The First Aid Attendant is someone who is empathetic and comfortable working with and communicating with children. As a summer camp, many first aid incidents are often more emotional than physical. A strong candidate can navigate and support a participant through this as well as physical first aid situations. A strong candidate is someone who



enjoys being involved and apart of the summer camp community and understands that there will be slow and very busy days. Like all staff members, the First Aid Attendant may be asked to help in other areas of camp when needed.

Summer Camp Coordinator: Staff Details and Contract

- Overnight position
- Daily wage contract Monday to Friday

Summer Camp 2024 Training

- Summer staff training (June 24th – 28th, 2024)
- Policy and procedure training (April 20th, 2024)

General Responsibilities During Camp

1. Provide first aid support to campers at Sasamat Outdoor Centre and Belcarra Day Camp for all programs.
2. Organize reception and distribution of daily camper medications for overnight camp participants on arrival day and throughout a regular week of camp.
3. Organize, record, and prepare camper medications for overnight camping trips.
4. Restock first aid room supplies and primary first aid kits.
5. Document all first aid responses in accordance with Sasamat Outdoor Centre's Policy and Procedures.
6. Corresponded and communicate with parents (in person or over phone) if necessary.
3. Participate in 100% of pre-season staff training at camp and online.
4. Adhere to and support all camp policies and procedures as detailed in the Staff Manual.
5. Report all accidents/incidents and program concerns to the Executive Director/Summer Camp and Outdoor Education Director
6. Maintain a positive attitude with staff and campers.



7. Contribute feedback in regards to Sasamat's first aid response and polices.
8. Work in collaboration with camp leadership, coordinators and all staff.

Self-Care

- Summer camp is a job like any other, where self-care is extremely important and camp staff are expected to be at work ready for an energy filled day or week of programs, maintain healthy practices, and balance personal/social lives appropriately.

Specific Duties and Responsibilities

- To submit a detailed medical, application, certifications, criminal record search forms and employee agreement to the Summer Camp and Outdoor Education Director no later than June 24, 2024.

Counsellors

- Support counsellors by providing first aid as or if needed

Staff

- Attend regular staff debriefs and meetings
- Proactively identify and work to resolve first aid and response related issues with the Summer Camp Director
- Report major first aid responses to the Executive Director/Summer Camp and Outdoor Education Director appropriately
- Potentially respond to or assist in major first aid scenarios or first aid treatment
- Maintain inventory, organization, and cleanliness of first aid room

Administration

- Ensure first aid reports are properly and effectively documented
- Maintain and record clear documentation of camper medications
- Ensure first aid room and first aid kits remain stocked and in good condition

Communication

- Consult with parents when required
- Liaise with Facilities staff for assistance with COVID related cleaning, supply refills, or camper related cleaning needs.



Other Duties

- The First Aid Attendant may be asked to assist in duties not listed above. Sasamat Outdoor Centre expects the support of all staff members in fulfilling objectives that may not be specific to this position

Qualifications

Education

- Post-secondary education

Specialized Knowledge and Certification (Mandatory before first day of training)

- OFA Level 2, OFA level 3, Wilderness First Responder (80hr), EMT, or Licensed Nurse
- Criminal Reference Check

Additional qualifications considered an asset

- Bronze Cross or NLS (Pool, Waterpark or Waterfront)
- High Five
- Food Safe
- Class 4 driver's license
- Counselling certifications

Skills

- Strong interpersonal and communication skills
- Ability to work independently and to exercise initiative
- Strong organizational ability
- Ability to work with a wide variety of ages and demographic groups
- Enthusiasm, sense of humor, patience, self-control

Experience

- Experience providing first aid response to youth ages 6 - 15.

Working Conditions

- Requires working in an outdoor environment in all weather conditions
- May require working with difficult campers

Physical Requirements

- Physical ability to lead a wide variety of challenging activities in an outdoor environment

Signature: _____



Date: _____