



<b>Job Title:</b>	<b>Nursing Coordinator - Full-Time</b>
<b>Location:</b>	Mount Gilead, OH
<b>Job Status:</b>	Full-time
<b>Reports to:</b>	Nursing Manager
<b>Team/Dept:</b>	Operations/Medical

## **Nursing Coordinator - Full-Time**

*As the Nursing Coordinator you wake up excited to provide excellent medical care for our campers. You build trusted relationships with families, campers, and hospital partners. You live by your medical expertise to confidently provide and support medical care for every camper. You have our camper's best interest at heart and make decisions on their behalf. You are confident that the work you do before, during, and after camp is critical to camp operations and the overall camper experience.*

*Your welcoming demeanor sets everyone you interact with at ease. You are a collaborator who enjoys partnering with other team members to ensure the camp experience is always safe and fun. You enjoy making sure families and medical team members feel welcome. The thought of improvising with a team member to figure out how to hang feeding tubing along a bunk bed at 3am to fix a camper's pump makes you smile. You embrace entering your stretch zone and approaching challenges focused on solutions.*

*You have a meticulous ability to lead a group of medical professionals and a knack for managing details about every single camper. You enjoy using strong organization skills and attention to detail to create efficient and safe processes. You are excited about opportunities to dream big, problem solve, and create novel approaches to engage more campers, create partners in medical volunteering, and grow the reach and impact of Flying Horse Farms.*

### **Team / Function Overview:**

The **Medical Team** recruits and supports campers and families to provide an integrated camp experience through medical, psychosocial & dietary adaptations. The medical team lives by "With Trust Comes Relief" and takes seriously the trust families place to keep their campers safe.

### **Responsibilities:**

- Supervision of in-camp nursing operations and host medical volunteers during all residential and weekend camp sessions
- Recruit, interview, screen, and train volunteer nursing staff and seasonal medical staff
- Teach both medical and non-medical staff and volunteers about medical conditions, and conduct camp-basic medical training for volunteers and seasonal staff
- Process and conduct medical screening of campers, volunteers, and seasonal staff applications. Update, maintain and assure accuracy of medical information in the camper/staff computer database.

- Actively participate in camper placement processes, which includes but is not limited to; medical analyses of campers by session, communication with families on camper status, follow up during and after camp with questions and/or medical concerns or clarification
- Maintain and update meticulous databases of medical team volunteers.
- Coordinate and take inventory of medications and stock the medical facility ensuring that all are in stock, working order and within expiration dates.
- Prepare and distribute medical equipment/supplies (ex: first aid kits, AED's, etc.) throughout camp and perform equipment checks as needed.
- Participate in weekly meetings, collaborate on team projects, and be an active member of the Medical Team and Camp Operations Team
- Be an active member of the SFCN medical community
- Position is required to reside at camp during all summer and weekend camp sessions

**Required Skills & Experience:**

- BSN in Nursing with at least two years of experience
- Registered Nursing License, valid in the State of Ohio
- Valid Driver's License
- Valid BLS for healthcare professional certifications (PALS and ACLS preferred)
- Proficiency with word processing, spreadsheet creation and online communication
- Efficient, professional, and effective communication skills
- *Ability to live on-site during camp sessions*

**Preferred Skills & Experience:**

- Work PT/PRN in a hospital position, to maintain skills and critical thinking
- Pediatric acute care or critical care experience
- Prior leadership experience
- Self-starter, with the ability to seek out projects
- Camp experience

**Expectations & Requirements for all Flying Horse Farms Staff**

We live our Values. We are each responsible for knowing our values and nurturing our culture:

- We are All In. We demonstrate a willingness to do what it takes to get the job done, we are supportive and loyal, show up present and ready and we are passionate about "Campers First."
- We have an Attitude of Optimism. We find what is working and make more of that happen, demonstrate adaptability within ambiguity, spread joy and hope and ensure everyone we interact with feels "Welcomed Home."

- We are Trustworthy. We are consistent, dependable, and steady, truthful and operate with transparency, take ownership for our work and "See the Best" in others.
- We Take Initiative. We are driven, work towards goals with fortitude, pay attention to details and find innovative solutions with "Fearless is Free" attitudes.

*Flying Horse Farms provides magical, transformative camp experiences for children with serious illnesses and their families - free of charge. Located on 200 acres in Mt. Gilead, Ohio, camp first opened its gates in 2010 and hosts about 900 children and families each year.*

*Flying Horse Farms is the first camp in the Midwest to become a full member of the SeriousFun Children's Network. Founded in 1988 by actor, philanthropist and Ohio native Paul Newman, the Network is a community of independently managed and financed camps and programs creating opportunities for children with serious illnesses and their families. The Network has evolved from one camp to a global community serving 732,000 children and families across five continents.*

*The children who attend camp have illnesses including cancer, heart conditions, rheumatoid arthritis, blood disorders, asthma, gastrointestinal disorders and facial anomalies.*

*At Flying Horse Farms, for a weekend or week at a time, being sick takes a backseat to being a kid. And fun is priority number one. Campers participate in activities like swimming, boating, fishing, archery, high ropes and arts and crafts. Campers receive first-rate care at our on-site health center, staffed 24/7 by medical professionals from children's hospitals across Ohio and beyond.*

*Flying Horse Farms is an ACA-Accredited Camp with the American Camp Association.*

Accepted: \_\_\_\_\_ DATE: \_\_\_\_\_