



Jamestown 4-H Educational Center – Summer 2026 Camp Nurse Compensation: \$28-32/hour

About Jamestown 4-H Educational Center

Jamestown 4-H Educational Center is a non-profit organization dedicated to youth development through innovative 4-H camping, environmental education, and leadership training. Jamestown 4-H Educational Center provides a wide range of recreational and educational programs for children and adults. The Center hosts eight weeks of 4-H Junior Summer Camp, nine weeks of Day Camp, and one week of Operation Purple Camp, a program of the National Military Family Association. Through 4-H, delivered by Cooperative Extension, youth participate in hands-on experiences in health, science, agriculture, and citizenship, receiving mentorship, developing leadership skills, and making a lasting impact in their schools, communities, and at 4-H camps.

Position Overview

The Camp Nurse plays a vital role in maintaining the health and safety of all campers and staff. Reporting directly to the Center Executive Director, the Camp Nurse manages the Health Clinic, provides care for injuries and illnesses, implements health protocols, and ensures a safe and supportive environment for everyone on site.

Essential Job Functions

1. Provide health care to meet the individual needs of camp staff and campers.
 - ♦ Collaborate with other medical staff to meet medical needs.
 - ♦ Follow health care policies/procedures as described in the Healthcare Manual and treatment procedures.
2. Organize, maintain, and utilize adequate resources for serving the health and medical needs of the campers and staff.
 - ♦ Set up the camp Health Clinic
 - ♦ Inventory and order all necessary medical supplies and equipment.
3. Maintain accurate and detailed medical records according to state and American Camp Association Standards.
 - ♦ Ensure staff and camper health examinations are current and on file.
 - ♦ Prepare and utilize daily medical log for treatment and medications.
 - ♦ Prepare and record insurance and accident report forms.
4. Oversee First Aid procedures and supplies.
 - ♦ Prepare and distribute first aid kits throughout camp including camp vehicles, kitchen, offices, waterfront, and activity areas
 - ♦ Ensure supplies are well stocked and distributed as needed.
5. Ensure a staff orientation session is delivered on medical services.
 - ♦ Ensure camp staff and campers know their role related to health care and first aid.
 - ♦ Provide or ensure the orientation is provided that includes standing orders, clinic hours, specific camper health and social needs, health center procedures, emergency procedures, growth and development of age groups, staff health assessment of



- campers, policies on contacting parents, transportation to outside health facilities, accident prevention and risk management, nutrition, and first aid in the camp setting.
6. Screen all campers and staff who are arriving and departing camp.
 - ♦ Verify health history and examination.
 - ♦ Verify emergency authorization.
 - ♦ Identify any observable evidence of illness or communicable diseases.
 - ♦ Conduct a health assessment.
 - ♦ Keep all medications used by campers and staff.
 7. Supervise sanitary conditions throughout camp.
 - ♦ Observe daily cleanliness in the food service facility and other areas throughout camp.
 - ♦ Report any health problems or symptoms of illness to the Program Director and/or Center Director

Other Job Duties

- ♦ Perform any tasks beyond those assigned as help is needed.
- ♦ Provide leadership in the camp's risk management program.
- ♦ Supervise health assistant and/or first aid position.
- ♦ Develop a resource file and obtain information and/or literature concerning health in the camp community.
- ♦ Be responsible for contacting parents concerning the status of their child's health by telephone in the following situations: any injury requiring an x-ray, illness requiring an infirmary stay and emergency treatment/accident, etc.
- ♦ Be knowledgeable of outside health resources.
- ♦ Evaluate medical services.

Relationships

The Camp Nurse has specific relationships with other health care staff which may include volunteer/staff physicians, on-call nurses, or other designated medical staff. The Camp Nurse relates to the Food Service Manager to ensure sanitation is upheld in the kitchen and food service areas.

Qualifications

- ♦ Registered nurse (RN) or (LPN) with a license as required by the state of Virginia.
- ♦ CPR certified.
- ♦ Current First aid certification and experience in first aid and emergency management.
- ♦ Driver's license.
- ♦ Experience in both child and adult illness/injury care.
- ♦ Desire to work with children and young adults.
- ♦ Community health knowledge