



Westminster Woods Camp
18487 Barber Rd
Fall River, KS 67047
wmwcamp@gmail.com

Westminster Woods is dedicated to the glory of God by helping campers of all ages build and strengthen their relationship with Christ, and with each other, through time set aside for Christian education, prayer, worship, and play.

All staff members will be trained in various skills and then will implement the Westminster Woods Summer Camp Program.

Health Room Intern

The health room intern will provide support to campers and staff in the health room by storing and recording the use of all medications on camp. It will also be the responsibility of this position to provide basic first aid and to consult with Diane on all injuries to Diane so together you can refer all injuries needing professional assessment to Fredonia physicians or ER.

This position is accountable to Diane and Brian
The health room intern does not directly supervise any other staff
This position is supervised by Diane

The health room intern shall perform all these duties related to the position as assigned by Camp Administration, including (but not limited to):

1. Use provided information to help train staff in appropriate camp first aid expectations
2. Make sure each camper has turned in the appropriate medical forms
3. Build a check- in form for medications that will be arriving with campers
4. Create medication list by the time the campers are scheduled to take them
5. To make a note card for each counselor with their camper's name and the time they are to report to the health room for their medication
6. To make notes of all food allergies and to give the kitchen this information for posting and to the photographer for camper identification
7. Make Brian and Diane and then camp staff (on a need to know basis) aware of all special circumstances of campers
8. Accept all medications sent to camp, making sure they are stored properly and that you have instructions for each medication
9. Make sure each camper takes every medication listed on forms provided by parents each day
9. Keep the health room log updated at all times
10. Attend all camp activities in case of injury and to act as primary person in case of emergency
12. Take responsibility for all ill campers until the parent arrives