Position Title: Health Care Assistant for Per Diem Weekends  
Compensation: $350/weekend + meals/lodging, 3PM Friday through 3PM Sunday, residential  
How to Apply: Complete an online application at https://viaservices.wufoo.com/forms/z133xmib1kw1a8p/  
Contact: Sandy Keefe, MSN, RN, Health Care Manager, 408-867-1115 or skeefe@viaservices.org

SUMMARY

Via West Campus, an American Camp Association-accredited special needs camp for children, teens and adults with developmental and/or physical disabilities, is accepting applications for health care assistants (HCAs) at our camp in Cupertino, CA. HCAs at our camp help provide nursing care for everyone under the supervision of the Health Care Manager and other RNs.

We are currently hiring for per diem weekend positions from September 2016 through May 2017. Applicants may choose to work some or all of our 2-3 weekends per month, but are not obligated to work specific weekends. HCAs work from 3:00 PM Friday through 3:00 PM Sunday on their scheduled weekends, sleep in staff housing on campus, and are served meals in the dining hall at no cost.

SPECIFIC RESPONSIBILITIES include the following. Other duties may be assigned.

- Complete health screenings of campers and staff as assigned.
- Follow appropriate medical routines including record keeping in the daily health log, disposal of medical waste, managing and safeguarding medications, and utilizing appropriate standing orders to administer medications and treatments.
- Make appointments, when necessary, with medical/dental personnel in the community and transport staff as needed.
- Keep first aid kits appropriately stocked.
- Provide targeted educational programs for staff and campers on health-related topics.
- Complete accident/incident reports that can be used for risk management purposes.
- Triage and provide nursing care to staff and campers under the direct supervision of Health Center RN and/or Health Care Manager.

ESSENTIAL FUNCTIONS

- Must be able to drive to the doctor or emergency treatment locations.
- Ability to lift/assist staff or campers.
- Ability to read prescriptions and health exams from physicians.
- Physical ability to get to remote locations on camp property quickly.
- Oral and audio ability to use phone and emergency communication devices.
- Visual ability to observe and assess unsanitary or unhealthy conditions at camp.
QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

EDUCATION AND/OR EXPERIENCE

- Currently enrolled in accredited BSN program OR a recent graduate of accredited BSN program who plans to take NCLEX within 6 months
- Completion of at least one clinical practicum that includes medication administration under the supervision of an instructor
- Current CPR and first aid certification
- Desire to work and live in a residential respite community
- Clean driving record and willing to drive camp vans on field trips