



Job Description

Nurse

Summer 2020

Title:	LAS Nurse
Reports to:	Head Nurse
Job Summary:	The Nurse is responsible for the safety, wellbeing and health of all students and staff
Reviewed:	September 2019

Responsibilities:

1. Provides health care and assistance to sick and injured students and staff.
2. **Collaborates with all support staff to maintain a hygienic and clean environment**
3. **Works as a supportive, integral member of LAS Summer staff team**
4. **Contributes to LAS Summer Orientation and leads a 'healthcare' session**
5. Arranges clinic visits when necessary and provides transportation to the clinic in town or local clinics/hospitals.
6. Maintains a log of all student visits to the health center
7. Contacts parents and/or educational agents as necessary with updates on student health
8. **Establishes effective communications channels with key staff**
9. **Ensures that all reports are completed within stated deadlines.**
10. Share responsibility for the 24-hour phone line (the nurse on call or NOC phone)
11. **Adheres to all LAS Policy and Procedure as outlined in the Staff Handbook**
12. **Ensures that all reports are completed within stated deadlines.**
13. **Carries out any other duty as assigned by the LAS Summer Director.**

Competencies:

1. **Creative and dedicated:** inspires others with progressive thoughts and ideas, continually looking to improve current practices
2. **Proactive & Takes initiative:** able to work independently, share and generate new ideas.
3. **People skills & Teamwork:** reaches out to peers and cooperates with supervisors to establish an overall collaborative working relationship.
4. **Accountability & Attention to Details:** holds oneself and *others* to desired goals, deadlines & objectives and does not let important details slip through the cracks
5. **Enthusiasm & Enjoys working with students:** Exhibits passion and excitement over work, has a can-do attitude and enjoys the presence of and working with children of all ages



6. **Dedication & Integrity:** is willing to share a boarding school lifestyle and always do what is best for LAS Summer
7. **Openness to criticism & new ideas:** Often solicits feedback and reacts calmly to criticism or negative feedback

Required

- Registered nurse
- Experience with pediatric care
- 2-3 years' experience
- Fluency in English
- Valid driver's license, with experience and confidence driving on mountain roads
- Ability to work autonomously and in teams
- Flexibility
- An international perspective

Preferred

- BSN or equivalent
- 4 or more year's nursing experience
- Familiarity with Google documents and/or comfort with patient information databases
- Fluency in French
- Summer camp nursing or boarding school nursing experience