

# **Lake Geneva Kids' Camp Nurses' Assistant Job Description**

## Objective:

Assist the nurses with paperwork, phone calls and tracking down campers for meds.

## Report to:

Assistant Coordinators and Nurses

## Responsibilities:

### **Pre-camp**

1. Pray for all campers, volunteers and Evangelists.
2. Read and understand the Camp Volunteer Manual.
3. Bring a laptop if possible to access Nurse's copies on the Kids' Camp OneDrive account.

### **Camp**

1. Help the nurses with any paperwork they determine you can do for them.
2. Help organize campers as they come in to see the nurses.
3. Text and/or call counselors to track down campers who haven't received meds they need.
4. Run errands and communicate with the camp office for the nurses.
5. Help campers that are done at the nurse's office connect back with their group.
6. Comfort those waiting to see the nurses.
7. Help with crowd control in the Worship Center during all services as well as Halftime (counselor break).