



**Baltimore Woods  
Nature Center**  
*Nature in your hands*

## **Job Description: Summer Assistant Health Director**

Baltimore Woods Nature Center is a non-profit organization located in Marcellus, NY, that has been dedicated to the mission of connecting individuals and communities with nature for over 50 years. Located on 182 acres of land, the Baltimore Woods Preserve is home to the John A. Weeks Interpretive Center and includes six miles of trails that lead visitors through various stages of successional forest including a pond, valleys, wetlands, and streams. Each year, over 20,000 individuals visit Baltimore Woods Nature Center to hike the trails, attend a public program or event, participate in a field trip or work project, or engage in nature day camps.

For over 35 years, our summer nature day camp program has helped children connect to the natural world in real and meaningful ways. Campers spend as much time as possible outside, in the woods and on the trails learning about nature by experiencing it firsthand, at their own pace. Weeklong day camp adventures promote discovery, physical fitness, problem-solving skills, social interaction, and awareness through direct contact with the natural world. **We are currently seeking an experienced and responsible individual to join our team as the summer assistant health director to oversee health and safety regulations and procedures.**

### **Primary Job Responsibilities**

- Work with the Camp Director and offsite Health Director to supervise health and sanitation and plan a summer day camp program which is safe and complies with all county health department regulations.
- Be on-site during camp hours, 8:00-3:30.
- Maintain records and make sure all camper medical forms are submitted and complete.
- Oversee camper health screening during camp check-in.
- Oversee camper medications and documentation, and maintain the Camper Medication Log
- Maintain health care area including supplies, materials, and incident report forms.
- Administer medical aid as needed.
- Provide a safe and friendly experience for all children in camp.
- Other duties as requested.

### **Qualifications**

- 21 years or older
- Current First Aid Responding to Emergencies (or equivalent) certification and Basic Life Support (CPR with AED for healthcare providers, or equivalent) certification. Training provided if needed.
- Experience in healthcare setting and with children preferred, applicants who are an active (or retired) physician, nurse practitioner, physician assistant, registered nurse, licensed practical nurse, or emergency medical technician are encouraged to apply.

To apply, send resume and cover letter to:

Tom Meier, Camp Director  
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[www.baltimorewoods.org](http://www.baltimorewoods.org)