The Central Wisconsin Environmental Station is a field station supported by the University of Wisconsin-Stevens Point College of Natural Resources and the UWSP Foundation, Inc. The Station is operated year-round by permanent staff and university students as an environmental education center for people of all ages. If you are looking to build your resume with a dynamic and rewarding experiences that will leave you with memories that last a lifetime, apply today.

**Description:**
The Health Care Counselor is the primary care provider for our CWES organized summer camps. This position is responsible for providing individualized care and attention for campers, including dispensing, and documenting all medication campers require. All camp staff are required to carry basic first aid kits with them when with children. The Health Care Counselor is responsible for the stock and inventory of first aid supplies in relation to these kits, giving counselors extra supplies when needed, and entering first aid logs as they are reported in accordance with the Portage County protocols. The Health Care Counselor is required to live on-site when camps are in session in a private living space. The Health Care Counselor will also assist with or lead programs in other areas, including recreational and educational activities, including camping overnight with campers and staff at a primitive camping area across Sunset Lake some weeks.

This position will be given 3 hours off daily when overnight CWES camp is in session. During off-time you are welcome to leave the site to run errands or stick around to wash laundry, kayak, hike, etc.

**Responsibilities:**
- Report directly to the Summer Camp Director while overseeing the operation of the Health Lodge including preparing for upcoming camps using registration information from CampDocs, making copies of camper health and history forms, preparing medical needs/kits for all off site or overnight camping trips, and other duties as assigned
- Provide first aid to both campers and staff in the case of injuries and illnesses
- Communicate confidentiality clearly and effectively with campers, parents, Summer Camp Director, and other staff about camper medical needs each week
- Follow mandatory Wisconsin State protocols for safe handling medications, confidentiality, and dispensing/recording medication
- Perform health checks upon camper arrival each week (check for fever, lice and athletes’ foot)
- Track medical inventory and provide a list of medical supplies that need to be ordered two weeks before running out to CWES Director
- Assist with training staff in basic first aid and health care procedures during staff training and refreshers
- Remain flexible to scheduling changes as necessary
- Be physically present when State and ACA personnel inspect the property and perform their annual health code check
- Other duties and projects, as assigned

*During select weeks of the summer CWES operates for contract groups only. During these weeks, health care roles with be minimal as medications and health care are the responsibility of the groups staff. During these weeks you will serve primarily in a general counselor role*

**Waterfront Responsibilities (if lifeguard certified, strongly preferred and preference for):**
- Lead in supervision of the waterfront and waterfront safety procedures
• Supervise waterfront in-service trainings for lifeguards
• Make campers aware of waterfront rules and policies and enforce appropriate safety regulations and emergency procedures
• Perform camper swim checks
• Maintain waterfront equipment including first aid kit

Requirements:
• Employees must be at least 18 years of age or older
• Wilderness First Aid, First Responder, Wilderness First Responder, or Responding to Emergencies certification required or willing to obtain before camp begins
  o CWES will cover the cost of Wilderness First Aid (other reimbursement to be determined)
• Successfully pass a background and reference check
• Hold a Wisconsin Boater Safety certification or willing to obtain before staff training
  o CWES will reimburse the cost at the end of summer
• Lifeguard certification or willing to obtain before staff training, preferred but not required
  o CWES will reimburse the full cost of certification or recertification at the end of the summer

Schedule:
Employment begins June 5th and ends on August 18th. Mandatory training for all staff will be June 5th-9th. All staff will be off July 1st - 4th.

Compensation:
• $375/week
• Reimbursement for required training
• Lodging and meals consistent through contracted dates
• Access to outdoor equipment
• Internship: UWSP students can qualify to complete a credit bearing internship (NRES 381) over the summer

Qualifications:
• Training or experience in care giving and first aid
• Previous experience working with children and in a camp setting preferred (but not required)
• Training, experience, or significant interest in recreational activities, environmental education, camping, canoeing, arts and crafts, and hiking, is desired, but not required
• Ability to stay organized in dispensing of camper medication along with tracking medical inventory
• Desire, commitment, and ability to work with kids and people of all ages, backgrounds, and abilities
• Flexible attitude while maintaining an appropriate level of energy despite long hours
• Exhibit characteristics of leadership, responsibility, patience, dependability, maturity, integrity, ability to work independently and with a team, and display a positive attitude

Application Information:
To apply, please submit a resume and contact information for 3 references to Rachel Loomis. Applications are reviewed on a rolling basis, and interviews will be conducted as applications are received.

Employment Contact:
Rachel Loomis, Program Manager, Central Wisconsin Environmental Station
Email: raloomis@uwsp.edu | Telephone: 716-346-2798