



**Job Posting: Summer Camp Nurse  
1.0 FTE, Seasonal for 9.2 weeks**

**AGENCY OVERVIEW**

Sportsmen's Tennis & Enrichment Center (Sportsmen's) is a 501(c)(3) organization whose mission is to build leaders on the court, in the classroom, and in the greater community by providing academic, wellness and social development programs alongside recreational and competitive tennis instruction for youth and adults.

Sportsmen's is committed to improving life opportunities for youth in Boston's Blue Hill Corridor while welcoming a diverse community from the Greater Boston area. Our facility hosts 15 tennis courts, 3 classrooms, a fitness center, and is located on 4 acres near the Dorchester/Mattapan line. Founded in 1961, we were the first indoor non-profit tennis club in the United States formed by and for the African-American community.

Today, we provide high-quality tennis and enrichment programs for more than 5,000 young people each year—representing a wide range of races, ethnicities, and socio-economic backgrounds. In addition, we offer adults a full slate of opportunities, including leagues, lessons, recreational play, and competitive tournaments. Our Youth Tennis programs serve K-12 youth during and after school, and in weekend lessons, summer and vacation camps.

**SPORTSMEN'S SUMMER TENNIS AND SPORTS CAMP**

Sportsmen's Summer Camp is an 8 week camp typically offered from after the end of public school (date to be determined annually) through 8 consecutive weeks, though enrollment is week-to-week. We provide an active day camp for children ages 5-13, and a competitive training camp for more serious tennis players. Our junior counselors are 15-18 years old, and we also have senior staff and coaching staff. Activities include tennis, outdoor games and sports, arts and crafts, other enrichment activities and weekly field trips.

**FINANCIAL MODEL**

Sportsmen's annual operating budget of approximately \$5M consists of a combination of fee-for-service revenue, corporate and foundation grants, special events, and individual donations.

The Camp community is typically composed of a mix of families that live within the economically challenged neighborhoods surrounding Sportsmen's, and families from within and outside of the surrounding area who are able to afford the full cost of camp.

While we attempt to maintain an affordable camp, we also participate in the Boston voucher system and provide our own camp scholarships.

## **JOB SUMMARY**

Sportsmen's Tennis and Enrichment Center Summer Sports Camp seeks an RN to take on the role of Camp Nurse, or two RN's willing to work cooperatively, overseeing the health and wellness of approximately 140 campers weekly, 30 junior counselors and 40 adult staff. The position could be shared with each nurse working certain days or weeks, or one nurse for the first 4 weeks and one for the second half of the summer season.

The Camp RN will comply with all MA Department of Health regulations for summer camps. This is a 40 hour a week position, and begins with administrative duties 1 week before camp starts. Additionally, there are minimal time requirements to review medical records March through June, which can be completed remotely. After Camp season is complete, a report needs to be written for the Camp Director no later than a week after camp summarizing first aid given, emergency care, management of chronic conditions and summary numbers of visits to the health room. A separate inventory report must be done by the end of camp to prepare lists for the following summer.

The Camp Nurse is present the week before camp starts to both attend and assist with orientation of staff, to become familiar with our systems and finalize the review of camp health forms. Once camp is finished for the season, the camp nurse remains on staff for a day to complete inventory and write end-of-season report for the Camp Director.

## **Reporting Structure**

The Camp Nurse reports to the Camp Director, and is part of the leadership team that reviews heat forecasts and recommends strategies for ensuring the safety of campers and staff.

## **Responsibilities**

- Provide routine daily care, first aid, OTC and prescribed medications as approved and needed following Department of Public Health regulations
- Tailor individualized care based on need for those with medical or behavioral needs
- Provide emergency care when needed
- Utilize daily medication logs, reports, nursing notes and camp forms to document care through CampDoc, or other electronic system should it change
- Report all incidents, concerns and questions to the Camp Director and The Learning Center (TLC) Director
- Follow all camp standing orders and collaborate with camp physician and other licensed providers
- Comply with all camp standards and policies
- Communicate with camp parents, all co-workers and leadership team effectively

- Maintain a well stocked health room; assemble first aid kits for field trips following Department of Public Health standards; complete inventory at the end of the season and provide to Camp Director
- Attend all pre-camp trainings and provide trainings for first aid and health policies
- Maintain and *appropriately* distribute reports as needed throughout camp, for example life threatening allergies list with allergies listed, asthma list, seizure disorders, behavioral modifications needs, “no photos” list, Harambee park permission and others as requested
- Perform other related duties as needed by the Camp Director

### **Required Qualifications**

- Massachusetts License, RN or LPN
- CPR First Aid and AED Certified
- Physical Assessment skills with children ages 5 through 18 and adults for triage
- Familiar with Life Threatening Allergies, Diabetes, Asthma, and other relevant protocols based on camp population needs
- Familiarity with CampDoc during the pre-season
- Ability to understand supplies needed and stock appropriately

### **Preferred Skills**

- Work collaboratively in a team, and independently as best fits the situation
- Excellent communication skills
- Provide a positive presence to all campers, families and staff to foster inclusion, and a positive/growth mindset
- Respond calmly in all emergency and other situations to model calm, competent presence
- Excellent organizational, problem solving and risk management skills
- Experience with trauma-informed youth work or SEL approaches
- Knowledge of the Dorchester, Mattapan, and Roxbury community landscape
- Spanish or Haitian Creole proficiency

### **COMPENSATION**

Compensation will be competitive with BPS nursing and other community camping roles. As with all Sportsmen’s staff, free tennis is available during non-camp hours throughout the duration of camp employment.

### **EQUAL OPPORTUNITY**

Sportsmen’s is an equal opportunity employer and will not discriminate against any individual, employee, or application for employment on the basis of race, color, marital status, religion, age, sex, sexual orientation, national origin, handicap, or any other legally protected status under federal, state or local law.

## **TO APPLY**

Contact Mandy Bass, RN, Senior Director of Community and Health Programs at Sportsmen's by emailing [mbass@sportsmenstennis.org](mailto:mbass@sportsmenstennis.org) or calling 617-288-9092.