

# Scouting America™

## Northeast Iowa Council

### **Job Description:** Medical Officer

**Essential Functions:** Must comply with NCAP camp accreditation Medic requirements (Basic first aid + CPR trained). Must be able to read and write written communications, see and act quickly in emergencies, speak clearly, be readily physically mobile in the event emergency first aid is required.

- Oversee the provided health care at camp, ensuring it meets the individual needs of camp staff and campers.
- Be particularly alert to conditions which affect health, safety, sanitation, and good housekeeping practices.
- Work in conjunction with the camp physician advisor, local emergency services and local hospital.
- Ensure camp staff orientation session is delivered on medical services. Train camp staff members about their role related to health care and first aid.
- Organize and maintain a daily sick call and first aid treatment center at each camp.
- Oversee daily health logs of all occurrences involving the first aid center, ensuring and accurate reporting and correct handling of each situation.
- Oversee First Aid procedures and supplies. Prepare and distribute first aid kits and emergency procedures throughout camp and ensure supplies stay well stocked throughout the summer.
- If time and knowledge permit, assist in instructing Scouts in related merit badges.
- Submit a final report of medical supplies needed and recommendations for the next summer.
- All other duties as assigned.

