

JOB DESCRIPTION FOR ADVANCE CARE WORKER

POSTION: Advanced Care Worker

RESPONSIBLE TO: Program Manager

Qualifications

1. Has accepted Jesus Christ as Savior and Lord and is pursuing a growing relationship with Him.
2. Minimum 18 years of age
3. Standard First Aid/CPR
4. Police Record Check is required upon application

RESPONSIBILITIES

General:

1. Actively pursue and encourage a Christ-centred, discipling focus.
2. Care for the needs of his/her job.
3. Broaden the campers' interests.
4. Co-operate with and assist other staff members.
5. Participate in all staff meetings and general sessions.
6. Keep accurate records and report as required.
7. Be an example by following camp rules and regulations.
8. Welcome, encourage and help volunteers.

Specifics:

1. Resource person to the counselling team by caring for campers who require individual care. Such campers could include ones who struggle with: hyperactivity, neediness, homesickness, cutting, suicide, disclosures of abuse, etc.
2. Document observations and interactions with campers who need extra care.
3. Facilitate and guide the process of reporting abuse disclosures to Child & Family Services and/or police. Ensure & enable accurate & detailed documentation is created as soon as possible. Training will be provided.
4. Perform follow-up conversations with parents whose campers were struggling during the previous week. Go over documentation and observations of those campers' behaviours. Provide recommendations of resource to help parent's best care for specific needs of their child. (Communication with parents regarding disclosures of abuse should be left to Child & Family Services).
5. Supervision of cabin group of campers ages 7-17 in cases where our staff cabin leader needs an urgent replacement. Normal duties of cabin leader then apply:
 - a. Caring for the physical, mental, emotional and spiritual needs of 7 children/youth;
 - b. Ensuring the safety of the campers;
 - c. Guiding and teaching campers in developing healthy relationships with others through everyday teachable moments and in leading intentional activities such as team-building exercises.

Preparation:

1. Gather resources on pertinent issues that counsellors and staff will be working/dealing with.
2. Assist in leading staff training sessions on abuse, suicide and other teen issues.
3. Brief staff and counsellors on the specifics of the Advance Care Worker position.