



Ontario Educational Leadership Centre

Student Leadership d'Élèves | Since • Depuis 1948

Centre d'Animation Scolaire de l'Ontario

Imagining Possibilities...
Realizing Potential.

Imaginer des Possibilités...
Réaliser les Potentiel.

Position: Medical Facilitator

Organization: Ontario Educational Leadership Centre (OELC)

Posting Date: January 17, 2022

Posting Closing Date: Open until filled

Overview

Ontario Educational Leadership Centre (OELC) is a not-for-profit residential centre that provides leadership development sessions for students from across the province. We have four day and six-day programs through the spring and summer. OELC is located on beautiful setting on Lake Couchiching just north of Orillia.

We are looking for a Medical Facilitator (senior nursing student or experienced first responder) to manage the medical care of our students during our programs. Our participants are from Grades 6 – 12. Separate living quarters that include a kitchen are provided. Alternatively, meals are available from our catering team in the dining hall. All of our program staff are qualified teachers, many of whom are experienced with first aid, providing opportunity for collaboration and support where necessary.

The ideal candidate will be able to commit to every program from June to the end of August. A shared work arrangement is also a possibility.

Responsibilities include:

- Pre-course review of medical forms to highlight particular needs and concerns
- Create a list of students with dietary considerations to be shared with the catering team
- Consult with parents and students on registration day and collect medications
- At the first meal, communicate the instructions to administer medications as well as reminders and routines around health care and wellness
- Keep medications securely stored and organized
- Document any medical care in an organized and timely fashion
- Follow the established lines of communication between course staff, OELC administration and parents
- Ensure that medical supplies are inventoried and refilled as needed
- Be available at any time for emergencies or other health care
- Promote wellness that focuses on physical, mental and emotional wellbeing.
- Conduct cabin inspections (after breakfast) and award clean cabin award at lunch



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- Return medications at the end of the camp session
- **The position will rely on local Health Board regulations and requirements for summer camp operations in Ontario for 2022. OELC reserves the right not to host a summer session (June - September) should conditions not permit a safe and healthy operation for staff and students.**
- **The applicant is expected to be up to date on Covid-19 compliance and requirements for camp operations, and will make recommendations to the OELC Centre Manager to ensure a safe environment.**

Work Dates 2022

June 1-September 15 – Summer season

As of June 1, the summer is a full-time residential experience with weekend work.

Go to www.oelccaso.com to learn more about OELC.

JOB KNOWLEDGE/QUALIFICATIONS:

- Current Standard First Aid & CPR C (at minimum), Red Cross and Lifesaving Society accepted
- Current NLS Certification (preferred)
- High 5 certification (preferred)
- WHMIS training
- Emergency Training
- English and French language (preferred)
- Clear Police Reference Check

Remuneration

Pay is dependent on experience, skills, background)

Please submit your resume and a covering letter to jobs@oelccaso.com as soon as possible.
Resumes will be accepted until the position is filled.

Contact us at 705-689-5572 or oelc@oelccaso.com for more information!