

D CAMPS

2024 CAMP KORNDER MEDICAL TEAM EMPLOYMENT HANDBOOK



**CAMP
KORNDER**

DIABETES CANADA

**DIABETES
CANADA**

APPLICANTS TO DIABETES CANADA CAMP KORNDER

At D-Camps, children enjoy an authentic camp experience while having all their diabetes needs met by a team of skilled medical professionals. For fun and skill building, our awesome program team leads the way!

Our medical staff includes endocrinologists, doctors, nurses, dietitians as well as health-care students, residents, and interns. Together, they form a support network to help campers manage their diabetes more independently. If you or your colleague is interested in working as part of our D-Camps medical team, we'd love to hear from you!

Volunteer medical staff will be positive role models that are committed to ensuring safe and enjoyable experiences that reflect the mission and core values of Diabetes Canada's National Camping Program.

DIABETES CANADA VISION AND MISSION STATEMENT

Vision - A world free of the effects of diabetes.

Mission - To lead the fight against diabetes by:

- Helping those affected by diabetes to live healthy lives.
- Preventing onset and consequences of diabetes.
- Discovering a cure.

THE GOALS OF D-CAMPS

Diabetes Canada camps and youth programs are aimed at children and youth affected by type 1 diabetes. These overnight programs emphasize participation in camp activities and provide an opportunity for diabetes education. Camp also helps youth to gain independence and self-discipline in managing their diabetes. The goals of Diabetes Canada camps are:

- Teach independent, self-management of diabetes
- Foster lasting friendships
- Improve self-esteem
- Provide a safe, fun, and educational camp experience

OUR CAMP PROGRAM HISTORY

Diabetes Canada's camping tradition began in 1953 with the opening of the first D-Camp in Eastern Ontario. Since then, our camping program has grown extensively, and the Association now operates 9 overnight camps across Canada. Since the beginning, the focus of our camps has been to provide children living with type 1 diabetes with opportunities to enjoy an authentic camp experience while having all their diabetes needs monitored by a dedicated team of trained medical professionals.



2024 CAMP KORNDER DATES

Medical Team Training(s)

TBD

Session

Sunday, August 11th– Friday, August 16th, 2024

ABOUT CAMP KORNDER

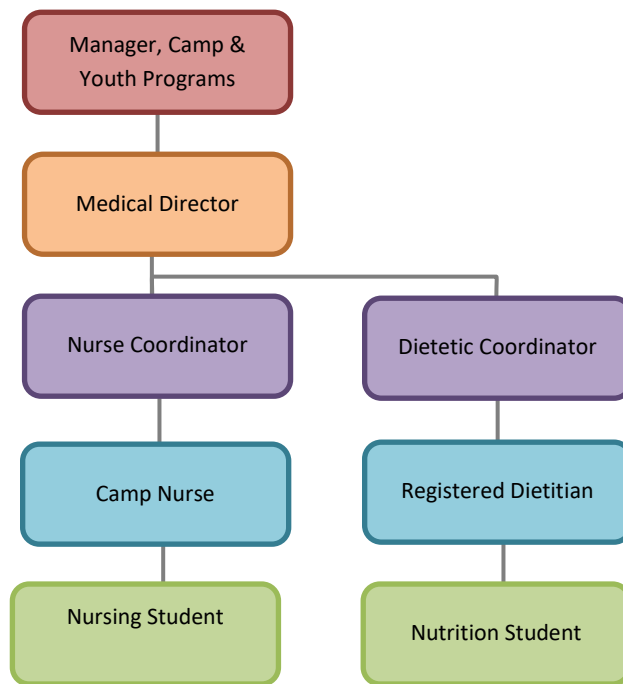
For over 50 years, Diabetes Canada’s Saskatchewan branch has provided a camping opportunity for children with diabetes and is currently partnered with Quest Camp in Christopher Lake, Saskatchewan. The camp is a wonderful opportunity for children between the ages of seven and 15 to learn how to live with diabetes. This summer, we are expecting 70 children with diabetes from all over the province to attend our six-day camp. Some of the children will be newly diagnosed, while others have attended camp before.

D-CAMPS CRC-VSS POLICY

All new and returning staff must provide either a CRC or CRC and VSS according to the policy below. We will accept a criminal record check that has been completed within 12 months of hire, and a vulnerable sector screening (VSS) within three years. We will also accept valid education service cards from Saskatchewan, Nova Scotia and Ontario. The original check(s) must be verified by Diabetes Canada staff for authenticity and a copy will be taken for our files.

| Age | Requirements |
|---|---|
| 18 to 25 | You will need a Criminal Record Check only Check can be completed through Back Check, a local police service the RCMP provide |
| 26 and over <u>with</u> a Vulnerable Sector Search (VSS) within last 3 years | You will need a Criminal Record Check only Check can be completed through Back Check, a local police service the RCMP provide Copy of valid VSS must be provided upon hire. |
| 26 and over <u>without</u> a VSS within last 3 years | You will need a Criminal Record Check <u>AND</u> Vulnerable Sector Search Staff/volunteer <u>must</u> visit local police service the RCMP |

CAMP KORNDER HEALTH TEAM ORGANIZATIONAL STRUCTURE



Please find job descriptions for the following positions:

| | |
|----------------------|---------|
| Medical Director | Page 5 |
| Nurse Coordinator | Page 7 |
| Nurse | Page 8 |
| Dietetic Coordinator | Page 9 |
| Dietitian | Page 10 |
| Nursing Student | Page 11 |
| Nutrition Student | Page 12 |

Camp Kornder Medical Director

General

The Camp Medical Director is ultimately responsible for all diabetes-related medical care at camp regardless of whether they are on site. The Camp Medical Director is responsible for the leadership of the entire Medical Staff and the delegation of responsibilities to it.

Responsibilities

- To ensure the overall health, welfare, and safety of campers, and to consult with the Nurse Coordinator and Manager or Coordinator, Camps & Youth Programs, daily
- Member of D-Camps camp committee
- Assist in recruiting and responsible for final selection of Senior Medical Team
- Participate in the review of medical supplies lists and recommends additional changes
- Participate in review of appropriate forms/policies and procedures for administrative use and the camp manual
- Participate in the camper's diabetes care while at Camp.
- To be aware of all incidents of potential medical significance occurring within the Camp
- Ensures orientation and education for camp Counselors and staff
- Review of all campers' medical forms and identify any potential problems; contact parents/physician if any clarification is necessary.
- Review documentation and management of all serious medical problems and communicate the conclusion and recommendations to Manager, Camps & Youth Programs
- Provide supervision as necessary and act as a resource for staff in their provision of care to children
- Supervises insulin adjustments by Senior Medical Team
- Teach/supervise/support Counseling staff

Education and Experience

- Eligible for licensure in Saskatchewan
- Membership in the Canadian Medical Protective Association
- Pediatric Endocrinologist

Time Commitment

- Be available for recruitment of Senior Medical Team and for the ordering medical supplies, pre-camp and for all of the above-outlined tasks for the duration of the Camp Session
- Be available for participation in Camp Committee meetings throughout the year

Accountable To

- Manager, Camps & Youth Programs, and Diabetes Canada

Camp Kornder Nurse Coordinator

General

The Camp Nurse Coordinator is responsible for the administration and supervision of all nursing functions.

Responsibilities

- Member of D-Camps camp committee
- Assist in recruiting and responsible for final selection of camp nurse(s)
- Manage the Nurses Station and nursing staff
- Participate in the review of medical supplies lists and recommends additional changes
- Assist in the set-up and supervise blood testing and injection areas and supplies
- Organize and supervise pump site changes
- Participate in the orientation and education of Camp Counselors and staff
- Participate in the campers diabetes care while at camp
- Organize and facilitate systems for nighttime blood glucose testing
- Participate in daily multidisciplinary team meetings/updates regarding day-to-day diabetes management of campers
- Supervise/delegate nursing duties at Camp
- Supervise daily insulin administration and blood glucose testing
- Ensure documentation of blood glucose results, insulin dosages, reactions, and any other medical issues
- Ensure all blood glucose equipment is in proper working order
- Ensure all medical and emergency systems are set up and maintained
- Participate in review of appropriate forms/policies and procedures for administrative use and the camp manual
- Be aware of all incidents of potential medical significance occurring within the Camp
- Review of all campers medical forms and identify any potential problems; contact parents/physician if any clarification is necessary
- To know and abide by Camp rules

Education and Experience

- Eligible for licensure in Saskatchewan
- Registered Nurse in good standing
- Diabetes educator or have experience in diabetes management and working with children and diabetes management in the camp setting

Time Commitment

- Be available for the entire duration of the Camp Session, one to two days pre-camp, and other tasks as specified above
- Be available for participation in Camp Committee meetings throughout the year

Accountable to

- Camp Medical Director, Manager, Camps & Youth Programs, and Diabetes Canada

Camp Kornder Nurse

General

The Camp Nurse is responsible for the diabetes care and safety of the campers to which they are assigned by supervising and/or carrying out the diabetes care program delegated by the Nurse Coordinator and/or Medical Director.

Responsibilities

- Help supervise blood testing
- Organize and supervise insulin administration
- Supervise pump site changes
- Participate in and help with orientation and education of Camp Counselors and staff
- Participate in the diabetes care in the infirmary
- Ensure documentation of blood glucose results, insulin dosages, reactions, and any other medical issues
- Assist Nurse coordinator in ensuring all blood glucose equipment is in proper working order
- Assist Nurse coordinator in ensuring all medical and emergency systems are set up and maintained
- To be aware of all incidents of potential medical significance occurring within the Camp
- Teach and support student nurses at camp
- Review of all campers medical forms and identify any potential problems; contact parents/physician if any clarification is necessary
- To know and abide by Camp rules

Education and Experience

- Registered Nurse in good standing
- Diabetes educator or have experience in diabetes management and working with children and diabetes management in the camp setting

Time Commitment

- Be available for the entire duration of the Camp Session, one to two days pre-camp, and for other tasks as specified in Position Duties.

Accountable To

- Camp Nurse Coordinator, Camp Medical Director, Manager, Camp & Youth Programs, and Diabetes Canada

Camp Kornder Dietetic Coordinator

General

The Camp Dietetic Coordinator is responsible for coordinating/supervising or delegating all nutrition-related needs to appropriate camp personnel.

Responsibilities

- Member of Camp Committee
- Establish and/or review camp menus
- Assist in recruiting and responsible for final selection of Camp Dieticians and Nutrition Counselors
- Provide direction and supervision Nutrition Counselors
- Participate in and help with orientation and education for Camp Counselors and Staff
- Ensure all necessary food supplies are available at camp
- Facilitate Nutrition Counselor Team meetings throughout the week as necessary
- Interact with kitchen staff
- Support Nutrition Counselors helping campers with carb counting and meeting nutritional needs or goals
- Review of all campers' medical forms and identify any potential problems; contact parents/dietitian if any clarification is necessary.
- Develop/maintain forms for nutrition/administrative use and camp manual
- Review of all campers medical forms and identify any potential problems; contact parents/physician if any clarification is necessary
- To know and abide by Camp rules

Qualifications

- Registered Dietitian in good standing
- Must meet eligibility for Certified Diabetes Educator or have experience in diabetes management and working with children and diabetes management in the camp setting

Time Commitment

- Be available for the entire duration of the Camp Session, one to two days pre-camp, and for other tasks as specified above.
- Be available to participate in Camp Committee meetings throughout the year

Camp Kornder Dietitian

General

The Camp Dietitian assists the Camp Dietetic Coordinator in providing all nutrition-related needs and issues at camp.

Responsibilities

- Establish and/or review camp menus
- Participate in and help with orientation and education for Camp Counselors and Staff
- Ensure all necessary food supplies are available at camp
- Participate in multidisciplinary team meetings/updates regarding day-to-day diabetes management of campers
- Support Nutrition Counselors helping campers with carb counting and meeting nutritional needs or goals
- Interact with kitchen staff
- Assist campers with meal and snack selection
- Adjust camper's meal to coordinate with camp activity/exercise and camping routines
- Review of all campers medical forms and identify any potential problems; contact parents/dietitian if any clarification is necessary
- To know and abide by Camp rules

Qualifications

- Registered Dietitian in good standing
- Must have experience in diabetes management and working with children and diabetes management in the camp setting

Time Commitment

- Be available for the entire duration of the Camp Session, one to two days pre-camp, and for other tasks as specified above.

Camp Kornder Midnight Rambler

General

Help plan and carry out a program of health and safety for all campers with diabetes and camp staff under the direction of the Medical Director.

Responsibilities

- Night Patrol Duties - Check camper's blood sugars throughout the night according to protocol set by the Medical Director
- Treat and manage low blood sugars according to Night Patrol protocol (One Physician on call each night as back-up)
- Document all work done during the night and hand-off to medical staff in the morning.
- Participate in an orientation process for Night Patrol with the Camp Nurse to understand the rules and responsibilities of the camp's medical staff and to support them in their work
- Dependent on availability, there may be an opportunity to work with the Diabetes Team during the day with the diabetes tasks that the children do 4 times a day.
- To cooperate with other members of the medical team to ensure the overall health, welfare, and safety of campers
- To know and abide by Camp rules

Skills Required

- Able to work in a multidisciplinary team
- Ability to work in a fast-paced environment
- Strong problem- solving skills

Camp Kornder Nutrition Student

General

The Camp Nutrition Student supports the nutrition management of campers under the supervision of the Camp Nutrition Coordinator &/or Camp Dietetic Coordinator.

Responsibilities

- Upon arrival/registration day assist in reviewing nutrition medical management information with camper and parent
- Participates in the diabetes education orientation as required
- Interacts with kitchen staff as necessary
- Assists campers with meal and snack selection
- Assists in adjusting camper's meal to coordinate with camp activities/exercise and camping routines
- Communicates with/supervises/supports multidisciplinary team regarding diabetes management issues
- Support campers in making decisions regarding food choices and carbohydrate counting

Skills Required

- Ability to work in a multidisciplinary team
- Effective verbal and written communication skills and problem-solving skills
- Ability to work in a face paced environment
- Confidence and eagerness to work with children between the ages of 7-15 years

Education and Experience

- A nutrition student(s) in an accredited nutrition & dietetic program
- A nutrition student(s) who has an interest in pediatric diabetes

Time Commitment

- Must be on site for the duration of the camp session

HOW TO APPLY

To apply, please complete the online hiring form found through the links below. If you require a paper application, please contact us.

All applicants (new and returning staff) must submit the following documents online via the web form:

- Personal Contact information
- Cover Letter (attached to application form)
- Resume (attached to application form)
- References (2 for new staff, 1 for returning)

Note: Offers and interviews are conditional on anticipated certifications. Please provide an updated list of current certifications and dates of anticipated achievement of certifications at the time of employment.

Application Deadline The deadline for Healthcare Team applications is **February 15, at 11:59 PM EST**. Hiring is ongoing. Interviews will be scheduled as applications are received; Applications submitted after the deadlines may be considered for employment.

Questions about the application process? Please contact:

Cale Allen, Camp Director, D-Camps West: cale.allen@diabetes.ca

[APPLY HERE](#)

We thank you for your application however, only candidates selected for interview will be contacted.

If you have any further questions about what the camps are like, we encourage you to check out the website at www.diabetes.ca/d-camps

Or if you have questions about other employment opportunities with D-Camps, please contact us at dcamps.hiring@diabetes.ca

At Diabetes Canada, we are an equal opportunity employer that does not discriminate on the basis of race, ethnicity, national origin, gender, gender identity, sexual orientation, disability, age, or other legally protected status. We are dedicated to a high-performance, diverse, and inclusive workplace. We strongly believe that having a diverse organization with various skills and abilities will inspire creativity, drive innovation, and promote belonging. We are committed to building a team representative of different backgrounds and perspectives, and we encourage applications from all qualified candidates who represent the full diversity of communities across Canada.



For individuals with disabilities who would like to request an accommodation, please contact us at dcamps.hiring@diabetes.ca

Applicants must be legally eligible to work in Canada and, where applicable, must have a valid work permit or study permit that allows the candidate to fulfill the requirements of the role.