EASTER SEALS ONTARIO - RECREATION DEPARTMENT
JOB DESCRIPTION

Health Care Assistant

Number of Positions: 6
Reports To: Healthcare Supervisor
Location: Camp Woodeden (London, ON) and Camp Merrywood (Perth, ON) each require 3 HCAs
Shifts: 9-hour shift, days, evenings or overnights, set shifts *Excluding training days, which are 9am – 5pm.
Employment Dates:
May 26-Aug 21, 2027. $153.00/shift, meals provided while on shift, accommodations available

At Easter Seals Ontario, we provide overnight camping opportunities for kids and young adults with physical disabilities. Each summer we welcome staff from all over the world and pride ourselves on providing an outstanding pre-camp training, so our staff are equipped with all the skills they need to give our campers a great experience. Our camps make many traditional summer camp activities accessible and inclusive, such as swimming, boating, archery, high ropes, and more! Check out our website to learn more about our locations in Perth, Ontario and London, Ontario.

Reporting to the Healthcare Supervisor and/or Camp Nurse, Healthcare Assistants are responsible for assisting in the provision of camper and staff health and safety and providing direct care to staff and campers within the scope of their practice. The Healthcare Assistants are responsible for assisting with the set-up and maintenance of the Camp Health Centre, including cleaning, checking equipment, disinfecting, and conducting an inventory. Working with the rest of the Healthcare Team, the Healthcare Assistants are responsible for planning and leading sessions on healthcare and disabilities during staff training. Working with the Easter Seals Ontario Camp Guidelines, Healthcare Assistants will conduct camper cabin rounds and assist with activities of daily living under the delegation and supervision of the Camp Nurses.

Healthcare Assistants work as part of the Camp Staff team to ensure every camper enjoys an outstanding camp experience. This includes actively participating in camp activities, fostering a positive and inclusive camp culture, and delivering compassionate, camper-centered care.

Schedule Details:
Per the working days listed below, you will be scheduled for a 9-hour shift, 8.5 hours paid, 0.5 hours unpaid break. You will be assigned a regular shift, however due to the nature of the role, you may be required to adjust your schedule from time to time in response to unforeseen circumstances (such as staff illness, weather events, etc.) to ensure the safety and care of campers. This may include changes to

shift times, extended hours, or coverage during staff absences or operational needs. Flexibility and a willingness to adapt to these occasional changes are essential to this position.

Healthcare Assistants are assigned a regular shift, 7am-4pm (days), 3pm-12am (evenings) or 11pm-8am (overnights) for the duration of this contract. Alternate shift times may be required on some dates, TBD based on camp needs.

Easter Seals requires Healthcare Assistants to remain onsite until oncoming shift arrives or until arrangements for adequate care coverage is made by the Healthcare Supervisor.

Training Days (all HCAs to attend each day):

May 28 - 31	9am - 5pm
June 4-8	9am – 5pm
June 13-17	9am – 5 pm

Camp Working Dates:

June 20-26 (evenings), June 21-26 (overnights), June 21-27 (days)
July 2-6 (evenings), July 3-6 (overnights), July 2-7 (days)
July 17-24 (evenings), July 18-24 (overnights), July 18-25 (days)
Aug 4-9 (evenings), Aug 5-9 (overnights), Aug 5-10 (days)
Aug 13-20 (evenings), Aug 14-20 (overnights), Aug 14-21 (days)

Optional Session Dates (HCAs may be asked to work one of these weeks on a day shift rotation):

July 9-14
July 28- Aug 1
Aug 24-30

Summary of Essential Job Functions

- Responsible for health-related pre-camp teaching in conjunction with the other members of the Healthcare Team.
- Work as a dedicated member of a Healthcare Team committed to providing campers with an exceptional camping experience.
- Assist campers with personal care needs, including bathing, showering, brushing teeth, hair care, toileting (changing incontinence pads), dressing, feeding, and lifting or transferring.
- Provide a camper-centered care experience, meeting camper preferences whenever possible and acting in alignment with the Camper Care Manual, the Healthcare Manual, the Staff Resource Manual, and Easter Seals policies and procedures.
- Responsible for assisting with the set-up of the Camp Health Hut including cleaning, checking equipment, disinfecting, and conducting an inventory.
- Responsible for assisting in camper & staff health and safety.
- Provide care to campers and staff within their scope of practice and under the supervision of Camp Nurse and/or Healthcare Supervisor.
- Conduct camper cabin rounds as scheduled and provide day-to-day treatments as delegated and supervised by the Camp Nurses.
- Monitor camper mealtimes.
- Ensure proper completion and timely submission of all documentation.
- May accompany campers off-site for hospital or clinic visits.

- Participate in camp programs when not assisting in the health hut.
- Adhere to and support all camp policies, procedures, and guidelines as detailed in the Camp Resource Manual, the Healthcare Manual, and the Camper Care Manual.
- Perform any other duties as assigned by the Healthcare Supervisor.

Physical Aspects of the Job

- Ability to communicate and work as a member of a team.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury).
- Ability to observe camper and staff behaviour and use appropriate behaviour support techniques, always prioritizing camper safety and personal choice.
- Able to use appropriate lifting technique.
- Ability to quickly get to remote locations on camp property over uneven terrain.
- Able to manage lifting, bending, stooping, and stretching as well as daily exposure to the sun and heat and varying environmental conditions.
- Observe and report any issue impacting the health and safety of campers or staff to the Healthcare Supervisor or delegating Camp Nurse.
- Observe and assess sanitation and safety conditions of the camp.

Minimum Requirements

- Nursing students currently enrolled in a nursing program (RN/RPN/LPN) having completed at least their first year of study.
- Current CPR-C or BLS with Intermediate First Aid required
- Previous experience in recreation setting or non-clinical care setting is desirable, but not necessary. Must be comfortable working with children and youth and proving care in a variety of environments.
- Holds a person-centered healthcare philosophy and is committed to ensuring this philosophy is embodied in camper care delivery.
- Must provide clear vulnerable sector background check completed within 6 months of the start date of the contract.
- Reliable transportation to and from site to ensure shifts ar started on time. Please note, our sites are not accessible by public transportation.

Other Considerations

- Easter Seals Ontario camps are fully accessible and provide camping experiences to kids and young adults with disabilities.
- It is recommended that all staff be fully vaccinated against Covid19. Easter Seals Ontario staff will follow the health and safety recommendations provided by Provincial and Regional Health Units.
- Camp staff members are encouraged to participate fully in the camp activities. This may include swimming, sailing, dressing-up and working with children/youth all day.
- Should be capable of lifting and transferring 15 – 25 kgs in a safe manner.
- Onsite housing s available for camping season and meals provided on working camp session shifts.

Easter Seals Ontario welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process. Easter Seals Ontario fosters an environment of inclusivity, empowerment, and safety for participants and staff alike. Easter Seals Ontario is committed to the principle of equal employment

opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions are based on job requirements and individual qualifications, without regard to race, colour, religion or belief, national, social or ethnic origin, sex, age, physical, mental or sensory ability, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, past or present military service, family medical history or genetic information, family or parental status, or any other status protected by the laws of Ontario.