



# TOWN OF MANCHESTER



## POSITION AVAILABLE

## SUMMER CAMP NURSE

**Manchester Department of Parks and Recreation**  
**\$35.00/hr. Monday-Friday 8:30 a.m. – 4:30 p.m.**  
**July 2, 2018 – August 10, 2018**

**SUMMARY OF POSITION:** Daily visits to all sites when possible (one visit to each site daily; at minimum). Check inventory of first aid supplies. Review and upkeep of medication log books. Open and reciprocal communications with camp directors regarding questions, issues, concerns, etc. Respond and administer first aid on any camper/staff member that requires medical attention beyond realm of first aid provider. Make parent/caregiver phone calls, log incidents, note daily activity from designated office.

**MINIMUM QUALIFICATIONS:** Current license as a Registered Nurse in Connecticut.

**MANDATORY TRAINING** – June 15, 2018 for Medical Certification at 6pm at the Office of Neighborhood and Families

Applications are available on the Town of Manchester website, in the Human Resources Department, 41 Center, Street, P.O. Box 191, Manchester, CT 06045-0191 or at the Recreation Department. Locations are listed below:

- Center Springs Recreation Division Main Office, 39 Lodge Drive
- Community Y Recreation Center, 78 North Main Street
- Human Resources, Lower Level of Town Hall, 41 Center Street
- Town of Manchester HR website:

<http://hrd1.townofmanchester.org/index.cfm/employment-opportunities/>

**No faxed or e-mail copies of resumes and/or applications will be accepted.**

The Town of Manchester shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the Human Resources Department.

*The above posting is intended as a guide for personnel actions and must not be taken as a complete description of the position or the process.*