

Yale Young Global Scholars Program

Health Staff

Work Site: Yale University – New Haven, CT **Number of Positions Available:** 3-4

Contract Duration: June 12 – August 10, 2019 **Salary:** \$4,500-\$6,300 (\$500-\$700 weekly, commensurate with experience, includes housing and meals)

Work Schedule: Full-time – Health Staff are expected to work full-time on a shift rotation (including nights and weekends) established by the Director of Residential Life. On a rotating basis, Health Staff are expected to be on-call 24/7 in case of emergencies throughout the duration of the program. Health Staff should expect more responsibilities during participants' free time and meals.

Job Description:

Yale Young Global Scholars (YYGS) runs two-week, high school academic enrichment and leadership development programs for students from around the world. Approximately 700 students attend YYGS in each two-week period, split across three sessions housed in Pierson, Davenport, and Jonathan Edwards Colleges on Yale's campus.

Under the direct supervision of the Director of Residential Life (DRL), Health Staff are responsible for managing the overall health and wellness of all YYGS Participants and staff during the program.

Members of the Health Staff triage illnesses and injuries of YYGS participants and staff, maintain accurate health records, and manage the YYGS Health Office. They encourage healthy habits and ensure the wellbeing of all individuals in the YYGS community. Due to the nature of this program, Health Staff may also be asked to help perform other duties as assigned by the DRL.

Duties and Responsibilities

- Manage the Health Office, especially during walk-in hours during free time and meals. Ensure a safe and clean environment for all YYGS participants and staff.
- Manage student medications to ensure that participants are taking the appropriate medications throughout the program.
- Perform medical tasks such as recording temperature, blood pressure, respiratory rate, pulse, and food and fluid intake and output, as necessary.
- Triage illnesses and injuries as they arise. If participants or staff members need to seek further medical care, arrange for them to be seen at Yale Health or Yale New Haven Hospital; this may include escorting the patient and remaining with them, as necessary.
- Ensure proper documentation of patient encounters via electronic entries through CampDoc.
- Report any serious conditions and status of patient care to the DRL and YYGS Leadership Team.
- Maintain adequate first-aid and appropriate infirmary supplies.

- Manage accommodations for student needs, as necessary, such as fasting for Ramadan.
- Design and lead activities for students during free time related to health and wellness.
- Follow the precautions of infectious diseases to prevent the overall spread of organisms.
- Follow assigned policies, procedures and restraints, and maintain strict confidentiality at all times.
- By the conclusion of summer programming, submit recommendations for edits and additions to the Residential Life manual.
- Perform other functions at the direction of the DRL and Leadership Team.

Skills and Specifications

- Responds appropriately in stressful situations
- Communicates with others effectively
- Is detail-oriented
- Is comfortable working with teenage children (ages 15-17)
- Demonstrates flexibility and willingness to help administer the program
- Is able to perform basic health care tasks such as recording temperature, blood pressure, respiratory rate, pulse, and food and fluid intake and output
- Adheres to the appropriate health care procedures and policies
- Enjoys working outdoors and doesn't mind walking across campus several times per day and lifting up to 30 pounds
- Available for occasional coordination meetings (virtual) in Spring 2019 and available to arrive on June 12 and live on campus working full-time from June 12 (12:30pm) — August 10 (5pm), 2019

Experience and Training

- Required: Successful completion of background check
- Preferred: RN, LPN, or current student pursuing a degree in the medical field (nursing, population health, medicine)
- Preferred: Experience working with teenage population in an emergency or primary care setting

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