



MEDICAL DIRECTOR

(Full-Time)

Camp One Step (COS) by Children's Oncology Services is searching for a Medical Director to join a team of dedicated professionals who support year-round camp experiences for kids with cancer and their families that foster joy, belonging, confidence, and lifelong friendships. As part of the team, this individual will be a key partner in achieving this non-profit organization's mission.

The primary role of the Medical Director is to provide strategic leadership and oversight of Camp One Step's medical services for their camps and programs, ensuring the health and safety of all participants. This individual will ensure the provision of high quality health care, recruit & retain health care professionals that are knowledgeable about the health care needs of the campers, support training programs for medical volunteers, ensure the availability of appropriate medical supplies and equipment during camps and programs, evaluate the overall provision of medical care at the completion of each program, and seek out opportunities for improvement. In addition, this individual will play a key role in expanding our referral market for in-person camps and Connected programming. Experience with program management, team development, quality improvement, and risk management are important skills for this role.

The Medical Director works remotely, but in-office time will be required at a minimum of one time per month. This role will require working outside traditional work hours, so this individual should be comfortable managing their own time and working both autonomously and within a small team setting. The Medical Director will be required to attend core in-person camps and other camps/programs as needed. This individual will interact with all members of Camp One Step's diverse community including campers/camper families, volunteers, Board of Directors, and donors so excellent organizational, communication, and collaboration skills are essential. The Medical Director will report directly to the President of Camp One Step and will work closely with the COS's Programs staff and volunteer program leaders. In addition, this individual will partner with and provide direct supervision to the COS's Medical Manager.

Key Responsibilities

- Provides strategic leadership and oversight to all COS's medical services.
- Establishes policies, procedures, standards of care and documentation standards for the medical program.
- Ensures that program leadership and volunteer staff are provided with the information needed to provide high quality care to the camp participants. Assists the medical manager in the review of medical documents and creation of the special needs report.
- Attends core camps (Sibling Camp, Summer Camp, Utah Adventure Camp, Dude Ranch Camp, Winter Camp) in person and other camps/programs as deemed necessary to provide direct care, assess the overall provision of medical care, and to ensure that a physician or advance practice provider is available during the camp.

- Promotes the mental, emotional, and social health (MESH) of campers and volunteers at all camps and programs through the continued development of the MESH program. Recruits MESH specialists to support Sibling Camp and Summer Camp.
- Implements strategies that prevent or reduce communicable disease at camp and ensures compliance to the infectious disease standards of the organization.
- Leads improvement initiatives that impact the provision of medical care.
- Recruits and retains qualified health care professionals as medical volunteers. Establishes professional and clinical standards for medical volunteers (clinical experience, competencies, and certification) and ensures that medical volunteers practice within their scope of practice, and that their clinical knowledge and skills align with the medical needs of the campers.
- Assumes responsibility for the ongoing training, support, and recognition of the medical team.
- Participates in the on-going training, support, and recognition of COS staff and non-medical volunteers.
- Establishes and develops key relationships with referring hospitals and other outside agencies to support camper and medical volunteer recruitment.
- Primary leader in building new hospital partnerships with pediatric oncology centers across the US. These new relationships will have a stronger emphasis on digital programming but will also promote Camp One Step's in-person camps.
- Participates in camper recruitment and networking events.
- Provides leadership on key organizational committees.
- Establishes and oversees the medical budget for the organization.
- Provides direct supervision and ongoing support to the COS Medical Manager.
- Participates in marketing or fundraising opportunities as needed.
- Determines and performs other duties as assigned.

Required Skills & Competencies

- Licensed as a Physician or an Advance Practice Provider with a minimum of 10 years of clinical experience. Clinical background in pediatrics and/or oncology required.
- Ability to analyze research and clinical data.
- Experience supervising/managing other individuals.
- Strong written and verbal communication skills.
- Excellent organizational and time management skills.
- Independent problem solving and critical thinking.
- Comfort working and collaborating in a small team setting.
- Strong work ethic and reliability.
- Ability to work in a fast-paced and physically demanding environment.
- Skilled in using Google Suite, Microsoft Office, and Zoom - willing to learn additional software used in the camp setting.
- Up to date on required immunizations (TDaP, MMR, Polio, Chickenpox) or history of having the disease.

About Camp One Step by Children's Oncology Services

Camp One Step by Children's Oncology Services is a leader in providing kids with cancer and their families year-round camp experiences that foster joy, belonging, confidence, and lifelong friendships. We are the only local organization to offer eleven in-person camps and additional Connected (digital) programming throughout the year. The Camp One Step team, comprised of eleven full-time individuals, work collectively to ensure success for all camper and volunteer participants across all camps and

programs and countless other opportunities, including fundraising, social, and networking events. The work performed to bring camps, programs, and events to life for the community is truly rewarding both from a results and collaboration perspective.

For more information, visit www.camponestep.org.

For specific information about camps and programs offered, visit www.camponestep.org/programs/.

Interested applicants should direct questions or send resume via email (with subject “Medical Director Application”) to:

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