



Camp Ooch & Camp Trillium Chief Programs Officer (CPO)

About Us

A diagnosis of childhood cancer changes life in an instant. For affected children and families, it can suddenly feel like everything is about cancer. Camp Ooch & Camp Trillium offers a different journey, where kids with cancer can just be kids, and families connect with a community of strength and support when they need it the most. So much more than a summer camp—we offer the social cure for childhood cancer. Our camp-inspired programs deliver fun, friendship, and community to children and families at no cost to them year-round, all across Ontario. Cancer changes a child's life. So does camp. And so can you. Learn more at www.ooch.org.

Overall Purpose:

Programming for children affected by childhood cancer and their families is the core of what we do and the Chief Programs Officer leads the group of exceptional staff and volunteers that make this happen through our overnight, community, in-hospital, leadership and young adult programs.

Key Accountabilities:

1. Organizational Strategy & Planning

In collaboration with the CEO and the senior management team the CPO will participate in the development, execution, monitoring and reporting on the camp's short and long term planning and associated budgets consistent with the strategic goals of the organization. They will actively participate in networking and keeping informed of trends and best practices in the not-for-profit and camping industries to inform the organization of opportunities to increase program impact.

2. Program Management

The CPO will facilitate and guide the program management team in the development of a fun, intentional and engaging year-round program for children affected by cancer, and their families. In collaboration with the Director, Nursing they will oversee the camp's medical program ensuring policies, practices and systems are in place for Camp to provide exceptional care to medically fragile and complex care patients at all programs.

3. People Management

In partnership with Human Resources the CPO will ensure Camp meets its recruitment and retention goals for program staff and volunteers. They will provide department leadership through training, coaching, mentoring and developing staff who are highly engaged and motivated.

4. Outreach & Public Relations

The CPO will cultivate and maintain strong relationships with peer-level stakeholders at the Hospital for Sick Children, and all other partnering medical centres and seeks out partnership opportunities that will benefit the camp program. They will assist the program management team in promoting camp programs to families, medical staff, psycho-support staff and other childhood cancer-based organizations and charities to ensure the effective recruitment of all Ontario families affected by childhood cancer. Along with Director, Nursing represent the Camp's interests in the paediatric oncology community through organizations such as Children's Oncology Camping Association (COCA), Canadian Association of Paediatric Oncology Camps (CAPOC), the Paediatric Oncology Group of Ontario (POGO), and the Ontario Camps Association (OCA)

5. Risk Management

The CPO oversees the risk management plans and policies to meet current and future programming needs that adhere to relevant legislation, codes of ethics and hospital policies. They will ensure Camp meets industry standards most notably the Ontario Camps Association (OCA), Canadian Association of Paediatric Oncology Camps (CAPOC), and the Ministry of Education.

Experience and Qualifications

Required Criteria

- Post-secondary education, plus additional programs in one or more areas of responsibility, or equivalent experience
- 5-7 years' experience in program management at a senior level
- 5-7 years' staff management experience
- Demonstrated experience compiling and analyzing data
- Participation at a senior level in short and long term strategic business planning
- Experience overseeing, implementing and monitoring departmental budgets
- Current G class Driver's License and Police Check with Vulnerable Sector Screening

Advantageous Criteria:

- Volunteer experience
- Experience in camper/recreational programming
- Grief/Crisis Management experience
- Working with special needs/medically based population

Personal/Professional Characteristics

Enthusiastic, passionate, self-starter, excellent time-management skills, flexible, adaptable, diplomatic, able to work in a small office environment and on-site at programs, excellent oral and written communication skills, sense of fiscal responsibility and a commitment to programming for children with special needs and exceptionalities.

Working Conditions:

- Able to work away from home for an extended period of time at overnight camps, including overnight stays on-site.
- Long distance driving
- Significant evening and weekend commitments.
- Able to travel to other Ontario program locations for Hospital and Community Programs
- In consideration of the population Camp Ooch & Camp Trillium serve, the incumbent is a non-smoker.

Compensation & Benefits

This contract position offers an annual salary range of \$105,000 - \$125,000 commensurate with experience, full benefits package, vacation, and professional development.

To Apply

Please submit a cover letter, resume and your salary expectations to careers@ooch.org with the email subject reading **2021042 – Chief Programs Officer**.

We will expect to commence screening applicants October 12, 2021. This posting will remain open until filled. Only applicants selected for an interview will be contacted. For more information about Camp Ooch and Camp Trillium, please visit www.ooch.org - No phone calls please.

Equal Employment Opportunity

Camp Ooch & Camp Trillium invites applications from all qualified individuals. We are committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, indigenous people, persons with disabilities, and persons of any sexual orientation or gender identity. In accordance with Canadian Immigration requirements, priority will be given to Canadian citizens and permanent residents.

Accessibility

Upon request, Camp Ooch & Camp Trillium will provide to applicants with disabilities, accommodations that take into account the applicants' accessibility needs, in order to facilitate participation in the recruitment, assessment, selection and hiring stages.