Program Director

Colorado Rural Health Transformation Program

Position Overview

Organization:	*Colorado Whole Blood Coalition (CWBC)*
Position Title:	*Program Director, Colorado Rural Health Transformation Program*
Positions Available:	*1*
Reports To:	*Colorado Whole Blood Coalition Executive Director*
FLSA Status:	*Exempt, Full-Time*
Location:	*Remote work from home base with regular travel throughout Colorado*
Funding Source:	*Colorado Rural Health Transformation Program (RHTP), administered by the Colorado Department of Health Care Policy & Financing (HCPF)*
Salary:	*$160,000 (fixed salary) with a travel budget and the following benefits: health, vision, and dental insurance; 2 weeks paid vacation plus sick leave and 8 paid holidays.*
Position Type:	*Grant-funded; contingent on continued RHTP award funding; current funding is committed through September 30, 2027; subsequent four years subject to renewal of grant funding.*

The Program Director is the overall lead for implementation of the statewide prehospital transfusion program funded by the Colorado Rural Health Transformation Program (RHTP) and serves as the senior advisor to the Executive Director, Colorado Whole Blood Coalition. The Program Director will serve as the program's leadership and representative for resource management, quality management, and continuous quality improvement functions and will support the Executive Director and Board of Directors in strategic planning. Responsibilities include oversight of blood product transfusion education and sustainment training for all participating emergency medical service (EMS) providers, oversight of the delivery and ongoing maintenance of equipment and supplies to support blood transfusion capability for each participating EMS agency, and support collaboration with the rural community blood bank within rural Colorado. The Program Director will oversee blood supply management through the BloodCOMM software and the rotation of blood products from EMS agencies back to participating hospital locations in order to minimize waste. The Program Director will also work with the RETAC Project Coordinators, RETAC liaison, and Medical Director to ensure that all clinical data is collected appropriately and will support ongoing quality assurance and performance improvement initiatives related to prehospital blood product transfusion. Working under the strategic direction of the CWBC Board President (or Executive Director once hired), the Program Director is responsible for overseeing training delivery, technology deployment, operational and compliance program deployment, and building the statewide relationships needed to integrate whole blood practices into local EMS agencies and hospitals throughout rural Colorado. The Medical Director is responsible for clinical protocols, medical direction, and clinical decisions. The Program Director does not provide medical direction.

Key Responsibilities

Program Management Functions

- Develop, implement, review, and evaluate the statewide prehospital transfusion program to assure maximum efficiency and effectiveness of program delivery

- Continuously evaluate the effectiveness of resource utilization and advise the Executive Director or CWBC Board on changing priorities
- Develop guidance and procedures to ensure optimal and cost-effective implementation of the Program
- Provide guidance and render decisions on specific problems brought by Program Coordinators or participating members
- Supervise, direct, and evaluate the Program Coordinators, including work assignments and performance reviews
- Ensure compliance with regulatory requirements for all aspects of the statewide prehospital transfusion program
- In collaboration with grant manager, ensure compliance and maintenance of required documentation for RHTP grant
- Maintain accurate time and effort records and ensure that only time spent on RHTP-funded work is charged to the RHTP grant
- Other duties as assigned

Education & Training Delivery

- Oversee and deliver standardized whole blood education, simulation training, workflow coaching, train-the-trainer, and technical assistance to EMS agencies, hospitals, and clinical staff for participating EMS agencies throughout rural Colorado
- Complete the same train-the-trainer curriculum as the Program Coordinators and individuals from the EMS agencies
- Support the Program Coordinators in implementing regional education programs, hands-on skills training, sustainment training, clinical coaching, and operational integration of whole blood practices
- Ensure standardization of statewide training materials while approving modifications as necessary to fit the specific needs, staffing models, and resources of local agencies within the region

BloodCOMM Implementation & Technology Deployment

- Oversee the statewide BloodCOMM software implementation plan in support of blood supply management, including technology deployment, implementation timelines, and coordination processes with local EMS agencies, hospitals, and blood suppliers
- Oversee the configuration and deployment of BloodCOMM Premium cloud-based blood management technology statewide, including user setup, platform configuration, blood product tracking workflows, and operational readiness testing
- Support the Program Coordinators when regional partner agencies experience technical issues, escalating to vendor support as needed

Data, Quality & Reporting

- Support statewide data management, performance reporting, and quality monitoring using BloodCOMM-generated data and other established data collection sources, including blood product traceability, cold chain compliance, inventory management, utilization metrics, and clinical outcome data
- Oversee collection of regional clinical performance data on the schedule required for statewide and RHTP/HCPF reporting in collaboration with RETAC liaison.

- Participate in statewide continuous quality improvement (CQI) activities, providing statewide utilization data and review implementation barriers and opportunities for improvement

Regional Coordination & Relationship Management

- Build and maintain working relationships with RETAC leadership, EMS agency staff, hospital partners, and blood suppliers throughout the state
- Help resolve regional and statewide implementation barriers by addressing cross-regional or resource-related issues
- Represent the program at regional and statewide RETAC meetings, agency trainings, and stakeholder events
- Support community relations through engagement with local news agencies, community leaders, and blood donors to ensure statewide awareness and support

Qualifications

Required

- Minimum 6 years of experience in EMS, prehospital care, or clinical/hospital operations, with hands-on familiarity with EMS or hospital workflows
- Comfort delivering hands-on training and simulation-based education to clinical and EMS audiences
- Demonstrated ability to build and sustain effective working relationships with EMS agencies — including both career and volunteer services — and to navigate the operational realities, staffing constraints, and varying levels of resourcing common among rural and frontier agencies
- Basic technology proficiency sufficient to configure and troubleshoot cloud-based software platforms (training on BloodCOMM will be specifically provided)
- Strong leadership and organizational skills and ability to manage multiple site relationships, timelines, and data reporting requirements independently
- Valid driver's license, reliable transportation, and ability to travel regularly and independently
- Current Colorado EMT, Paramedic, RN, PA, NP, or MD licensure/certification (or eligibility to obtain Colorado licensure/certification within 90 days of hire), maintained in good standing throughout employment

Preferred

- Familiarity with whole blood/low-titer O whole blood (LTOWB) prehospital protocols or blood bank operations
- Prior experience working with or within a Colorado RETAC or regional EMS/trauma system
- Experience with blood management or inventory tracking technology platforms
- Knowledge of AABB prehospital guidelines
- Prior experience with grant-funded programs

Working Conditions

This position is a remote work from home position that includes 20 to 30 percent travel within rural Colorado, requiring periodic travel to partner EMS agencies and hospitals, some of which may be in remote or frontier

areas and may require air or ground travel, including overnight stays as needed. Occasional travel for team meetings with the Regional Program Coordinators or education may be required. The remainder of the time will be work from home to include teleconferences and other appropriate means of communication.

Essential functions of this position include driving long distances, including in rural, mountain, and winter conditions; overnight travel; lifting and carrying training equipment and supplies weighing up to 25 pounds; and extended computer and video conference use. Reasonable accommodations will be made for qualified individuals with disabilities.

Conditions of Employment

This position is subject to the Colorado Whole Blood Coalition Conflict of Interest Policy. Candidates must disclose any financial, business, or family relationship with the Coalition, its board members, its vendors, its blood suppliers, or a partner RETAC. Employees must complete an annual conflict of interest disclosure.

Employees must keep patient, clinical, and program data confidential, complete HIPAA privacy and security training, and sign a confidentiality agreement as a condition of employment.

Employment is at will. Any offer of employment is conditioned on a background check and driving record check, conducted after a conditional offer and in accordance with applicable law.

To Apply

To apply, complete the application form and submit a resume and cover letter using this link. Applications will be reviewed weekly on Fridays beginning Friday, November 20th until sufficient qualified applicants have been identified. The CWBC website www.coloradowholeblood.org will be updated to note the closure of the application process once that occurs. Please check the site (Opportunities Page) for the most current information.