



## **DOCARE Trip Director Job Description**

### **Basic Job Purpose:**

The Trip Director is responsible for providing oversight and direction of the Global Health Outreach program and should be willing and able to assume responsibility for each aspect of the process, from pre-trip medication counseling to post-trip follow up. This is not a role to be taken lightly, so prior to applying for this position, please be sure you have the requisite skill set, experience, and time to manage all facets of the trip.

### **Qualifications:**

- Must be fully licensed to practice medicine in the United States
- Has participated in at least two previous global health outreach experiences
- Experience with delivery of health care in under-resourced regions

### **Partial list of Duties and Expectations:**

- Apply in advance for approval from DOCARE as a DOCARE sanctioned mission.
- Ensure compliance with DOCARE's guidelines for approved trips.
- Represent DOCARE in a professional manner during the mission.
- Work with in-country partners to select mission site(s), provide a system for obtaining follow up care/continuity, and obtain any necessary foreign and/or US customs clearance for medication/supply importation.
- Ensure all trip participants are DOCARE members prior to trip date.
- Ensure all trip participants purchase medical evacuation insurance with a minimum coverage limit of \$500,000
- Reply to emails from applicants in a timely manner to provide information.
- Take all reasonable precautions for safety of participants.
- Consider what will be done in case of TB exposure/exposure to blood borne pathogens or Other Potentially Infectious Materials.
- Have plans for the handling of any illnesses or emergencies that may occur.
- Provide oversight of delivery of medical care during mission, keeping in utmost regard the ethical duties of providing quality compassionate care.
- Ensure that the trip does not have any proselytizing component or mandatory organized religious activities.
- Provide post mission feedback to DOCARE.