

Cancer Research Malaysia

JOB TITLE : Head of Community Outreach
LOCATION : Cancer Research Malaysia office, Sime Darby Medical Centre
REPORTING TO: Chief Executive Officer & Chief Scientific Officer
Date : 23rd August 2020

SCOPE / PURPOSE OF JOB

The Head of the Community Outreach is an essential catalyst of Cancer Research Malaysia's programmes to improve the awareness of cancers, in terms of prevention, screening, early detection and treatment adherence. The candidate needs to understand the opportunities available to improve the early detection and survivorship of cancer patients in Malaysia, and to do so in evidence based strategies such as the establishment of new PNP centres, the development of clinical pathways to improve early detection of cancer and the survivorship outcome of patients, and the engagement of community partners to provide logistic, financial and other support. He/She will need to provide leadership for the cancer community through collaborations with other key stakeholders such as healthcare providers, academic institutions, government agencies and non-profits and private corporations.

We are looking for a confident individual with an open, approachable and pleasant personality. The ideal candidate should be someone who understand the opportunities and demonstrate a strong personal commitment to the outreach cause of Cancer Research Malaysia. The candidate should also be able to embrace inclusion by reaching out and providing fair treatment to people of all backgrounds.

The chosen candidate report to the Chief Executive Officer and the Chief Scientific Officer and work closely with the Heads of Units in planning and implementing the Outreach Programmes with Cancer Research Malaysia's long term objectives in mind. As a start, the candidate will be managing the first of the Outreach Programmes which would be the Patient Navigation Programme.

RESPONSIBILITIES

1. Be responsible for the development of both short-term and long-term strategic plan for Cancer Research Malaysia's Outreach Programmes
2. Recruit, train and develop a team to be responsible for the programme
3. Be responsible for evaluating project objectives, and contributing scientific expertise to write, design, implement, validate and lead a range of reports and other documents needed for the project.
4. Plan and manage project budgets and expenses including procurement activities, fundraising, sponsorship and other related activities.
5. Conduct trainings for participants/volunteers in the cancer educational modules and tools that are developed by Cancer Research Malaysia

6. Be responsible for grant application, administration and reporting to donors in a timely and effective manner
7. Be responsible for creating and fostering good working relationship with community partners, NGOs, donors, corporate sponsors, etc.

QUALIFICATIONS AND COMPETENCIES

1. Bachelor's/Master's degree in public health, applied social/behavioral science, health education, or other related discipline, with minimum 3 years working experience in project management. Prior experience in public health is an advantage but not a requirement.
2. Individuals with medical degrees with an interest in public health are also encouraged to apply.
3. Open, approachable and pleasant personality with a strong desire to work with the community
4. Ability to identify and engage with appropriate partners and stakeholders (internal and external), build and maintain robust working relationships to ensure effective collaborations
5. Ability to synthesize complex health information and data for internal reports and general public use
6. Skilled in writing clear and concise reports for internal and external audiences
7. Experience in analysing data, research, reports and trends
8. Excellent organizational skills with focus on detail and follow-through towards completion
9. Ability to work independently, take initiative, manage multiple projects and datelines with an entrepreneurial approach
10. Adaptability and flexibility to changing demands and challenging opportunities
11. Possess a car with valid driver's license, able to accommodate travel and community needs
12. Strong verbal and written communication skills in Bahasa Malaysia and English

Malaysian Patient Navigator Programme

About Cancer Research Malaysia

Cancer Research Malaysia is a non-profit cancer research organization established in 2001 to conduct research to identify better ways of preventing, detecting and treating cancers, with a particular focus on niche areas in Malaysia. These include

- (a) identifying new cures for head and neck cancers (oral and nasopharyngeal cancers), where 80% of the world's incidence is in Asia or amongst Asians;
- (b) identifying new ways to enable screening, prevention and treatment of cancers, focused on Asian genetics: Asians account for >60% of the world's population but less than 5% of genetic studies are conducted in Asians;
- (c) identifying better ways to improve the outcome for Asian cancer patients, focusing on interventions that lead to removing barriers to diagnosis and treatment, particularly among low income patients.

About Breast Cancer

Breast cancer is the most common cancer in women – every 68 s one woman dies of breast cancer. Although breast cancer if detected early has an excellent chance of being cured, the outcome for breast cancer patients in Malaysia is still relatively poor. Whilst >85% of breast cancer patients in the USA and in some high-income communities in Malaysia survive 5 years, survival can be as low as 50% in other Malaysian communities.

Cancer Research Malaysia's Patient Navigator Programme

In 2010, through the support of the funds raised through the Sime Darby LPGA, Cancer Research Malaysia and Ministry of Health have initiated the Patient Navigator Programme. Working in partnership with doctors, nurses, patients, community partners and other stakeholders, our programme seeks to reduce disparities in survival for breast cancer patients and improve outcome for all breast cancer patients.

The Patient Navigator Programme is a structured programme for addressing barriers faced by cancer patients in accessing timely diagnosis and treatment. Through this programme, we have established a one-stop centre to assist patients in their journey through breast cancer, providing financial, logistic, knowledge and decision-making support for patients in need. We have developed processes and tools to enable better outcome for women, including the development of decision aids to help patients make decisions regarding their care, e.g. choice of surgery, when to have treatment, whether to undergo treatment for metastatic breast cancer etc. The programme has successfully reported an improvement in the timeliness of diagnosis and a 3 fold reduction in the number of women who default treatment [Yeoh et al., J Global Oncology 2018].