

Cancer Research Malaysia

JOB TITLE : Research Assistant for Genetic Counselling Unit
LOCATION : Cancer Research Malaysia Office, Subang Jaya Medical Centre
REPORTING TO : Head of Genetic Counselling Unit
Date : 12th January 2022 onwards

SCOPE / PURPOSE OF JOB

The Genetic Counselling Unit's overarching goal is to improve care of individuals with inherited predisposition to cancer. In particular, we aim to address the continued disparities in the access to genetic testing and counselling in Asia through the design and evaluation of interventions to improve access and uptake of genetic counselling and genetic testing. To date, we have completed the first nationwide mainstreaming genetic counselling study in Asia, developed decision aids for genetic counselling and testing appropriate for the Asian setting, and evaluated the psychosocial impact of genetic counselling in Asian breast and ovarian cancer patients.

Moving forward, we plan to extend the studies by examining the potential impact of risk assessment by a tailored risk score and examining the risk perception and uptake of genetic counselling by breast cancer patients. By working on the healthcare system barriers and the patient associated barriers, our research provides the evidence base and the tools for improving access and uptake of genetic counselling and genetic testing services for high-risk individuals in South East Asian populations.

We are currently looking to add a Research Assistant to our team. The Research Assistant will assist the Head of Genetic Counselling Unit and relevant clinical collaborators in implementing CRMY's operational plan, in particular with respect to recruitment, counseling and risk management of individuals and families with hereditary cancers. You will be joining an organization with a unique culture, with an emphasis on diligence, integrity, respect and impact. The ideal candidate for this position must be meticulous, organize, problem solver in carrying our research protocol and be able to maintain a high level of accuracy with minimal supervision.

RESPONSIBILITIES

To be responsible for specific operational aspects of CRMY's genetic counselling service and research, including:

1. Assist CRMY's Lead Clinician for Breast Cancer Research in the recruitment of patients for the Malaysian Breast Cancer Genetic Study (Subang Jaya Medical Centre site), provide study information to appropriate clients and completion of study questionnaires.
2. Conduct preclinic intakes and assist the Consultant Genetic Counsellor/Clinical Geneticist to provide pretest and results disclosure Genetic Counselling to patients referred by various clinicians to CRMY as well as patients in the Malaysian Breast Cancer Genetic Study (University Malaya site), Impact of the Removal of Subsidy for Genetic Test –Extension of the Mainstreaming Genetic Counselling for Genetic Testing of BRCA1 and BRCA2 in Ovarian Cancer Patients in Malaysia (MaGic Extension Study) and the upcoming 2022 study on the use of an online Asian Genetic Risk Calculator to improve the uptake of genetic counselling and genetic testing among breast cancer patients (The ARiCa Study)
3. Assisting the Risk Management Team (consultant surgeon, consultant gynae oncologist, consultant radiologist, consultant clinical geneticist) to provide appropriate risk management to relevant patients
4. Conducting research to meet internal and external milestones
5. Maintaining patient records in hard and soft copy

6. Assist in preparing and submitting internal and external reports
7. Complying with safety, ethical and regulatory requirements.

Other responsibilities include:

1. To assist in preparing reports and proposals for donors, grant organizations, conference presentation and research publications.
2. To take responsibility for designated projects as necessary
3. To assist in maintaining effective partnerships with key stakeholders, particularly with collaborators and interns/industrial training students
4. To undertake other duties that may be assigned from time to time e.g., administrative tasks and fundraising tasks as required
5. To deputise for the Head or Deputy Head of Research Unit when appropriate
6. To represent the team and Cancer Research Malaysia when appropriate

QUALIFICATIONS

- BSc in Genetics, Biomedical Sciences, Psychology, Counselling or other science subjects with interest in working with patients
- Multilingual and able to communicate effectively in Chinese, Malay and English to cater to the diverse linguistic needs of our clients.
- Assumes full responsibilities within role
- Knows when, and who, to ask about a problem, and does so
- Able to work with minimum supervision within a team structure
- Experience in study design and grant writing is an advantage.
- Driven by a strong sense of making an impact, with problem solving skills, including conflict resolution skills
- The ability to prioritise own workload and work to deadlines
- Adopts a proactive attitude to work
- Passion for CRMY's mission.