

We have an exciting opportunity for an experienced manager to join our team as the Regional Support Services Manager.

Who we are

At Cancer Council Western Australia we believe that every day is an opportunity to create a cancer free future. We work with our community to reduce the incidence and impact of cancer, every minute, every hour, every day. We do this through advocacy, research, prevention programs, and providing people affected by cancer with support.

Tell me more

Based in Subiaco we are seeking an experienced manager to lead the Regional Support Services (RSS) team ensuring the effective planning, implementation and evaluation of support services and programs and ensuring that they continue to meet community needs with a regional focus.

Your other main responsibilities include:

- Lead and promote best practice provision of supportive care to patients, families and carers within a quality framework.
- Develop and update guidelines and policies for the delivery of RSS programs
- Evaluate and promote ongoing innovation and improvement strategies to regional supportive care services and programs
- Management of budget and resources
- Develop a workforce plan for the RSS team and ensure staffing requirements and performance objectives are achieved.
- Maintain and develop effective working relationships with internal and external stakeholders.

Who are you?

To be successful in this role you will have the following key attributes:

- A tertiary qualification in health, management or social sciences
- Post-graduate qualifications and/or experience with working in cancer care is highly desirable
- A minimum 5 years' experience in managing a service/program delivery role
- Understanding of the support and information needs of people affected by cancer and their carers
- Proven organisational skills with strong attention to detail
- Advanced Microsoft Office skills
- Demonstrated understanding of and commitment to the values of Cancer Council WA
- Actively foster the development of a culture consistent with the values of Cancer Council WA
- Positive approach to the workplace

Based in Subiaco, this position is full time.

In this role you will enjoy:

- Working amongst leaders in cancer support services
- A collaborative and supportive team culture
- Benefits of not-for-profit salary packaging and a meal entertainment card.

How to apply for this role

To submit your application, please include a covering letter clearly outlining how your skills and experience match the key attributes of the role as well as your résumé to careers@cancerwa.asn.au.

Please note: You will be required to provide proof of ability to work permanently in Australia. Working holiday visas will not be considered.

Cancer Council WA is a not for profit, equal opportunity employer and operates a smoke free working environment.