

We are looking for a Cancer Support Coordinator to join the Cancer Council WA team and be part of our vision.

Who we are

At Cancer Council Western Australia we believe that every day is an opportunity to beat cancer. We work with our community to reduce the incidence and impact of cancer. We do this through advocacy, research, education, and providing people affected by cancer with support to enhance their quality of life.

Tell me more!

We have an opportunity to join the Support Services team. As a Cancer Support Coordinator based at Fiona Stanley Hospital you will provide support services to assist people affected by cancer.

Your main responsibilities will include:

- Provide information on psychosocial supports and practical support available to individuals, families and communities affected by cancer
- Refer patients to a range of support programs including contact with 131120 nurses, information, resources/publications, including an introduction to the Cancer Council WA 'compass concept'
- Ensuring the hospital community has access to Cancer Council WA current information and publications
- Promoting and increasing awareness of our range of support services
- Building and maintaining stakeholder relationships
- Developing and managing a team of skilled support Volunteers
- Maintaining, collecting, analysing and reporting on data for the centre

Who are you?

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

- A tertiary qualification in Health, Nursing or Allied Health, desirably registered with the Australian Health Professional Regulation Agency or equivalent body
- Current Australian drivers licence
- Experience in the provision of supportive care and an interest in working closely with people affected by cancer
- Experience in client/patient assessment with the ability to provide immediate support and appropriate referral in relation to client needs
- Experience building and maintaining relationships with health professionals and other stakeholders with the ability to expand existing networks, as well as identify and establish new networks
- Outstanding interpersonal skills

- The ability to manage and prioritise multiple tasks
- Ability to work autonomously whilst being a member of a state-wide team
- Intermediate use of Microsoft Office Suite
- Demonstrated understanding of and commitment to the values of Cancer Council WA
- Have a positive approach to the workplace

Based at Fiona Stanley Hospital, Cancer Centre this position is part-time, 0.5 FTE.

In this role you will enjoy:

- Working amongst leaders in supportive care
- A collaborative and supportive team culture
- Benefits of not-for-profit salary packaging

How to apply for this role

To apply for this opportunity, please include your resume and a cover letter clearly outlining how your skills and experience match the key attributes of the role.

Applications close 5pm Friday 30 April 2021 and should be addressed to:

Cancer Support Services Manager
Cancer Council Western Australia

Applicants are encouraged to submit their application via Seek, or by emailing careers@cancerwa.asn.au as early as possible as Cancer Council Western Australia reserves the right to reduce the application period and/or remove the job advertisement early should a suitable applicant be found.

With a Reflection RAP, and a commitment to “closing the gap” we encourage Aboriginal or Torres Strait Islander candidates to apply. Please state on your application if you identify as being Aboriginal or Torres Strait Islander.

Please note: We do not accept applications submitted by agencies.

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.



Funded by community donations
Call us on 13 11 20
cancerwa.asn.au

**Cancer Council
Western Australia**
ABN: 15 190 821 561

420 Bagot Road
Subiaco WA 6008
T: 08 9212 4333
F: 08 9212 4334

 @CancerCouncilWA
 @CancerCouncilWA
 @CancerCouncilWestAus