



Job Opportunity

Posting date: June 28, 2022

Closing date: Aug. 15, 2022

Job Title: Senior Lay Health Navigator (2 positions) Location: Home-based location
Reports to: Executive Director Wage Category: Full Time
Date Written: June 28, 2022 Salary: \$50,000 + benefits

Position 1: Chesterfield, Marlboro, Darlington, and Lee Counties
Position 2: Chester, Union, Fairfield, and Kershaw Counties

General Summary

In partnership with the Executive Director, the Senior Lay Health Navigator is responsible for implementing the recommendations contained in the *Data Brief: Cancer Mortality in African American Men in South Carolina: Lung, Prostate, and Colorectal Cancer (2021)*, and can be viewed at <https://www.sccancer.org/the-alliance/grants-reports/>

Principal Duties & Responsibilities

- Conduct a community assessment of assigned counties and document cancer incidence and mortality data, available screening services, potential partners, and gaps in service
- Develop and implement a plan to increase the screening rates in the assigned counties
- Assemble a community advisory board to develop partnerships and interventions to increase screening rates
- Educate community members, legislators, health care providers, and other key influencers to reduce health disparities
- Identify, engage, and support partners in priority counties to ensure the success of community initiatives
- Work with local media outlets to highlight success stories and recruit volunteers and partners
- Actively participate in meetings and/or conference calls for the Alliance workgroups
- Maintain accurate project documentation in a management system
- Represent the Alliance at community and statewide events when appropriate
- Perform additional duties as required

Minimum Qualifications

- Bachelor's degree from an accredited college or university
- Excellent skills collaborating with volunteers and community partners
- 5 years of experience managing health-related community outreach and/or public education programs
- Prior experience working for a non-profit health agency is preferred
- Excellent interpersonal, time management, and problem-solving skills
- Ability to set priorities, multi-task, and work both independently and as part of a team
- Professional demeanor, adherence to the rules of confidentiality, and respect for volunteers and partners
- Proficient in Microsoft Office programs

Working Conditions, Equipment Used & Special Information

Must have integrity and trustworthiness while possessing a high degree of tact, discretion, and professionalism. Verbal and written communication skills will be used daily. Must be able to use standard office equipment: such as multiple-line telephone, personal computer, fax machine, photocopier, and other standard office equipment. Ability to occasionally lift and transport event supplies/equipment weighing up to 25 lbs. Must have a valid Driver's license and own an insured vehicle.

Disclaimer

The above statement is intended to describe the general nature and level of work being performed by people assigned to this position. The duties are not intended to be considered as an exhaustive list of all responsibilities, duties, and skills required.

Please email your resume and cover letter to info@sccancer.org. **Please do not call.**