

### **ASSOCIATE DIRECTOR, TREATMENT NAVIGATION & EDUCATION**

GO2 for Lung Cancer is seeking a dynamic, mission-oriented Associate Director, Treatment Navigation and Education with expertise in oncology precision medicine as well as patient and caregiver education and/or navigation. This person will work in a fast-paced environment across two highly collaborative teams, Science & Research and Patient and Support Services to advance the work of GO2 for Lung Cancer. Our ideal candidate would have a background in lung cancer research or clinical care, experience educating patients/caregivers, excellent verbal and written communication skills, and proven ability to manage direct reports. Bi-lingual English/Spanish speaking is a plus.

This position may be fully remote.

### **TO APPLY:**

Use this URL to apply through Indeed's website:

[https://www.indeed.com/job/associate-director-treatment-navigation-education-3e714c0600baa77f? gl=1\\*1hcpocd\\* gcl aw\\*R0NMLjE2NzI5NTE2ODYuRUFJYUIRb2JDaE1JMFpgZTFhYXhfQUIWMVlaYUJSM2lwd3BTRUFBUFTQUFFZ0tPUnZEX0J3RQ.\\* gcl dc\\*R0NMLjE2NzI5NTE2ODYuRUFJYUIRb2JDaE1JMFpgZTFhYXhfQUIWMVlaYUJSM2lwd3BTRUFBUFTQUFFZ0tPUnZEX0J3RQ..& qa=2.183659311.822118782.1677779374-1669758035.1662731699& qac=1.162212488.1677616987.EAlaIQobChMlrWBklq5QIVsBXUAR07twaOEAAAYASAAEqKy-vD BwE](https://www.indeed.com/job/associate-director-treatment-navigation-education-3e714c0600baa77f? gl=1*1hcpocd* gcl aw*R0NMLjE2NzI5NTE2ODYuRUFJYUIRb2JDaE1JMFpgZTFhYXhfQUIWMVlaYUJSM2lwd3BTRUFBUFTQUFFZ0tPUnZEX0J3RQ.* gcl dc*R0NMLjE2NzI5NTE2ODYuRUFJYUIRb2JDaE1JMFpgZTFhYXhfQUIWMVlaYUJSM2lwd3BTRUFBUFTQUFFZ0tPUnZEX0J3RQ..& qa=2.183659311.822118782.1677779374-1669758035.1662731699& qac=1.162212488.1677616987.EAlaIQobChMlrWBklq5QIVsBXUAR07twaOEAAAYASAAEqKy-vD BwE)

**\*\*\*Please include a COVER LETTER WITH SALARY REQUIREMENTS, along with your resume. \*\*\***

**Salary range: \$90,000-\$105,000 per year**

### **POSITION SUMMARY**

The Associate Director, Treatment Navigation & Education will oversee the strategy, day-to-day operations, and growth of the LungMATCH Treatment and Trial Navigation program and work closely with GO2's Patient & Support Services division to support education on lung cancer treatment and precision medicine. This position will ensure that the lung cancer community receives the highest quality science-based information to guide treatment planning and decision making. The Associate Director, Treatment Navigation and Education will accomplish these goals collaboratively working within the Science & Research and Patient & Support Services teams, with other departments, and with external stakeholders including researchers, pharmaceutical and

biotechnology partners, professional associations, healthcare institutions, advocacy organizations, people living with lung cancer, and their loved ones.

## **ESSENTIAL FUNCTIONS & RESPONSIBILITIES**

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with a disability or disabilities to perform the essential functions.

- Help define and implement the strategy for the LungMATCH Treatment and Trial Navigation program in alignment with the overall strategy of GO2 for Lung Cancer, to increase growth and representation of people being served by the program
- Oversee day-to-day operations of the LungMATCH program including direct and indirect supervision of treatment & clinical trial navigators and ensuring appropriate ticket management system workflows
- Serve as a navigator 1-2 days per week
- Interface with external stakeholders including leading academic researchers and pharmaceutical and biotechnology partners to develop and maintain an up-to-date understanding of scientific advances in lung cancer and implications for treatment
- Support all patient education related to lung cancer treatment including patient education materials, FDA approval announcements, and website content
- Lead quarterly scientific advances newsletter for patient community
- Support GO2's Small Cell Lung Cancer Initiative through navigation and education for the small cell community
- Facilitate inter-departmental collaborations to integrate LungMATCH into other GO2 programs (Patient & Support Services, Centers of Excellence programs, etc)
- Mentor and manage staff to successfully implement and execute activities
- Represent the organization at external meetings and conferences, including supporting research presentations and publications from the LungMATCH program

Other duties as assigned. This job description is not designed to cover all activities, duties or responsibilities that are required. Duties, responsibilities, and activities may change at any time with or without notice.

## **SUPERVISORY RESPONSIBILITIES**

This is a supervisory position.

## **COMPETENCIES**

- Commitment to GO2's mission & desire to educate, support, and improve outcomes for those living with lung cancer
- Excellent verbal and written communication skills
- Experience with clinical research or clinical care, preferably in lung cancer

- Understanding of oncology and clinical trials
- Ability to serve as a content expert on topics such as precision medicine, comprehensive biomarker testing, targeted therapies, immunotherapies, and multi-disciplinary care with ongoing commitment to following new scientific advances
- Strong relationship-building and interpersonal skills
- Ability to translate scientific concepts and issues to a layperson audience
- Excellent organizational, time management and project management skills
- Experience managing staff

## **REQUIRED EDUCATION & EXPERIENCE**

- Advanced degree in a health/science related field
- Experience in a healthcare or scientific role with 5-10 years plus progressive responsibility
- Prior experience in lung cancer preferred
- Bi-lingual (English/Spanish) speaking preferred

## **WORK ENVIRONMENT & PHYSICAL REQUIREMENTS**

This job will be performed in an office environment-GO2 office and remote/home office, primarily sitting at a desk and using a computer and phone. In order to perform the essential functions of the job, the employee must be able to operate a computer and other office equipment. The noise level in the work environment is usually low to moderate. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **TRAVEL REQUIREMENTS**

This position will require regular travel to GO2 office locations, conferences, and events as schedules and public health guidelines determine.

## **EEO STATEMENT**

GO2 for Lung Cancer provides equal employment opportunities and consideration to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

## **GO2 for Lung Cancer provides exceptional benefits, including:**

- Market-competitive compensation
- Health plan choices including PPOs & HSAs, fully paid for individuals
- Dental and vision plans, fully paid for individuals
- Fully paid Life Insurance plus AD&D
- Fully paid Short Term and Long Term Disability coverage
- 403b retirement plan with 5% employer discretionary contribution, fully vested immediately
- EAP – Employee Assistance Plan

- Generous Parental Leave Policy
- Generous vacation leave, sick leave, and holidays
- Flexible work schedules
- Fully remote work with laptop and equipment provided, as well as stipend for cell phone and Internet

COVID-19 considerations:

We follow CDC guidelines; wear masks as appropriate, practice social distancing, maintain sanitization and approved employee travel when deemed safe. GO2 for Lung Cancer requires that all employees be fully vaccinated.