

PATIENT ACCESS OUTREACH COORDINATOR

Job ID		# of Openings	1
Job Locations	US-CA-Bakersfield	Category	Administrative/Clerical
FLSA Status	Non-Exempt	Type	Temporary Employee

How many people can answer the question, "What do you do for a living?" with the answer, "I help find cures for cancer." At LLS, employees take our mission seriously. Whether you work in one of our chapters, are an accountant at the national office or a specialist in our Information Resource Center, you work each day on making our mission a reality: Cure leukemia, lymphoma, Hodgkin's disease and myeloma, and improve the quality of life of patients and their families.

Join us and give new meaning to the word, "job."

Overview: Patient Access Outreach Coordinator will be responsible for implementing culturally appropriate Leukemia & Lymphoma Society programs and services for Spanish speaking patients, caregivers, families and community. The focus of this position will be to address disparities of Latinos and other underrepresented communities in patient access, education support and advocacy and ensure that cancer patients, regardless of ethnicity, receive quality coordinated cancer care.

Position Reports to: Senior Manager, Patient Access

Additional Position Information: This is a part time, temporary (grant funded) position that will be based in our Bakersfield office. The project scope includes serving patients and families in Kern County.

Responsibilities:

- Reach out to targeted populations through developing contacts with health care providers in Kern County and at facilities serving Kern County patients (Valley Children's Hospital, Children's Hospital Los Angeles, etc.), patient navigators, faith based organizations, Latino advocacy organizations, social networks, grassroots community organizations.
- Increase volunteer capacity to serve Hispanic and other underserved groups. Increase number of volunteers, promotoras, and advocates through volunteer development.
- Manage LLS travel assistance program to Kern County patients in an effort to alleviate financial burden of cancer diagnosis.
- Implement model cancer patient support and education programs and services for non-English speaking patients beginning with the Hispanic community.
- Collaborate with three designated partner agencies to maintain continuum of services across organizations, and support partner agency programming and services to Spanish-speaking patients.
- Develop and manage relationships with Hispanic and other multicultural organizations to provide information about The Leukemia & Lymphoma Society and partner agency services in order to provide patients with access and support.
- Identify and build relationships with locally based businesses interested in Hispanic outreach.
- Assist with Spanish content, program information, services and support.
- Promote access to financial assistance programs.
- Coordinate outreach to Hispanic social media outlets.
- Assess and document needs regarding access to support, services, and education for patients and providers.
- Integrate appropriate cultural mission elements in Leukemia and Lymphoma Society events and donor communications.
- Project oversight and maintenance for corresponding programs.

Qualifications:

- Fluent in Spanish, both verbal and written communication.
- Demonstrated ability to work with agencies and organizations serving Latinos and other underrepresented communities. Ability to travel within Central and Southern California.
- Knowledge of cultural sensitivities and the ability to build relationships with diverse organizations and communities.
- Ability to recruit, train and monitor nonprofit volunteers.
- Knowledge of patient navigation and cancer service provision.
- Strong problem-solving, priority-setting, and project management skills.
- Ability to manage multiple projects.
- Proven leadership and team building skills.
- 3-5 years of progressively responsible related experience.

Disclaimer:

The statements herein are intended to describe the general nature and level of work being performed by employees, and are not to be construed as an exhaustive list of responsibilities, duties, and skills required of employees. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the Company. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The Leukemia & Lymphoma Society (LLS) does not accept resumes from third party recruitment/search firms. Please do not forward resumes to LLS employees or any company locations or email addresses. LLS is not responsible for any fees related to resumes not solicited by LLS Recruiting. The Leukemia & Lymphoma Society (LLS) is an Equal Opportunity Employer.