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| Advertisement |
| **HEAD: RESEARCH**Purpose: To lead the fight against cancer in South Africa. |
| Mission: To be the preferred non-profit leader that enables research, educates the public and provides support to all people affected by cancer. |

# Generic Detail

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| Job Title | Head: Research |
| Department | Research |
| Direct Report | Chief Executive Officer |
| Geographical Location | CANSA Head Office, Bedfordview, Gauteng or Cape Town |
| Salary | Negotiable, in accordance with CANSA’s grading scale |
| Language | English  |
| Drivers License | Yes, necessity |
| Own Transport | Yes, necessity |
| Travel | Yes |
| Other Requirements | Non-smoker |
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# Role Description

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| **Purpose** |
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| * To develop, facilitate and manage CANSA’s research strategies and programmes that position CANSA as the leading cancer control NPO
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| * To be a sought after thought leader on cancer control and research matters and to act as an ambassador for CANSA
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| * To establish and nurture strategic partnerships (globally and nationally), to position CANSA as a key role-player within the cancer control environment
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| **Responsibilities and Duties** |
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| **Financial**  |
| * Manage the approved research budget, as well as sustainability of the Research Fund operation with CEO
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| * Oversee the evaluation and requests for funding.
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| * Maintain and ensure compliance with policies regarding research funding
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| * Manage, monitor and evaluate research projects in accordance with strategic planning and budgetary requirements
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| * Facilitate funding partnerships for research projects
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| **Strengthen CANSA’s image and leadership role in Cancer control** |
| * Facilitate, prepare and deliver relevant and reliable cancer research information for:
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| * + Participation with mass media (Radio, television and print)
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| * + Evaluation of applications for CANSA brand and Seal
 |
| * + Requests from individuals about Cancer Risk and Health Promotion
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| * Communicate with stakeholders on research outcomes and challenges
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| * Oversee research projects funded by CANSA
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| * My comments: To initiate and manage Research B projects within the Research Strategy Framework and Business Plan of CANSA
 |
| * Active participation and monitoring of partnership and stakeholder committee and steering committee meetings as required to ensure optimal return of investment for CANSA
 |
| * Cooperate in the establishment of consortia, partnerships and collaborations to ensure value add to cancer control and research programmes
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| * Establishing new and nurture existing partnerships to enhance CANSA’s leadership
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| **Job Requirements** |
| * The incumbent of this position should preferably be a medical doctor with a research background or a related medical or health professional with a PhD with a research background
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| * Language Skills: English
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| * Excellent writing, editing and reporting skills
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| * At least 10 years’ experience at senior leadership level
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| * Strong networking and relationship management experience
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| * Understanding of social, community, human behaviour and practices
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| **Key Performance Areas** |
| * Nurturing of all research stakeholder and partnership relationships to

 enhance the strategic role of CANSA within the cancer control environment  |
| * Displaying effective leadership and effective communication skills as spokesperson of CANSA in cancer control matters
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| * Overseeing and managing of all Research projects within CANSA
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| * Managing translation of cancer research outcomes to improve cancer control. This information may be distributed internally and externally
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| **Competencies** |
| * Analytical thinking, negotiating abilities and evidence of diplomacy
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| * Knowledge and insight on public health matters, cancer control, cancer prevention and outcomes
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| * Excellent written/verbal communication and interpersonal skills
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| * Proficient knowledge and skills in Microsoft Office software
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| * Demonstrated proficiency in media relations, training skills and strategic planning
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| * Ability to respond to changing circumstances and priorities in a positive, focused manner and remain composed under stress.
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| * Ability to work independently with limited supervision in a collaborative manner
 |
| * Strong financial, budgeting and management skills
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| * Organising and coordinating skills with strong teamwork and conflict management abilities
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**Apply by 18 June 2021 via email to** **recruitment@cansa.org.za****,**

**please use the Job reference (Head: Research) in the subject line**

# For Internal use only

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| Job Grading | E1 |
| Manager’s Name | CEO |
| Job Ref | Head : Research |