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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 |
| * To be a sought after thought leader on cancer control and research matters and to act as an ambassador for CANSA |
| * 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 |
| * Oversee the evaluation and requests for funding. |
| * Maintain and ensure compliance with policies regarding research funding |
| * Manage, monitor and evaluate research projects in accordance with strategic planning and budgetary requirements |
| * Facilitate funding partnerships for research projects |
| **Strengthen CANSA’s image and leadership role in Cancer control** |
| * Facilitate, prepare and deliver relevant and reliable cancer research information for: |
| * + Participation with mass media (Radio, television and print) |
| * + Evaluation of applications for CANSA brand and Seal |
| * + Requests from individuals about Cancer Risk and Health Promotion |
| * Communicate with stakeholders on research outcomes and challenges |
| * Oversee research projects funded by CANSA |
| * 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 |
| * Establishing new and nurture existing partnerships to enhance CANSA’s leadership |
| **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 |
| * Language Skills: English |
| * Excellent writing, editing and reporting skills |
| * At least 10 years’ experience at senior leadership level |
| * Strong networking and relationship management experience |
| * 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 |
| * Overseeing and managing of all Research projects within CANSA |
| * 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 |
| * Knowledge and insight on public health matters, cancer control, cancer prevention and outcomes |
| * Excellent written/verbal communication and interpersonal skills |
| * Proficient knowledge and skills in Microsoft Office software |
| * Demonstrated proficiency in media relations, training skills and strategic planning |
| * Ability to respond to changing circumstances and priorities in a positive, focused manner and remain composed under stress. |
| * Ability to work independently with limited supervision in a collaborative manner |
| * Strong financial, budgeting and management skills |
| * Organising and coordinating skills with strong teamwork and conflict management abilities |

**Apply by 18 June 2021 via email to** [**recruitment@cansa.org.za**](mailto: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 |