**Employment Opportunity with the Colon Cancer Prevention Project**

**Position:** Health Systems Education Manager

**Reports To:** Program Director

**Department:** Program

**About the Colon Cancer Prevention Project:**

The Colon Cancer Prevention Project, a Louisville-based non-profit working since 2004 to save lives, seeks qualified and passionate applicants for the full-time position of Health Systems Education Manager.

The Project was formed in 2004 and works throughout Kentucky and Southern Indiana to ensure people get screened for colon cancer, the No. 2 cancer killer among men and women. Its work includes education, advocacy, health systems improvements, and survivor support. In the last decade, thanks to the Project and partners, Kentucky’s colon cancer incidence rate has dropped more than 25 percent.

**Summary of Position:**

The Health Systems Education Manager’s primary role is to oversee the strategic initiative of Community Health Center engagement across Kentucky and So. Indiana, with a goal of increasing colon cancer screening rates in these centers. This includes building long-term partnerships with the centers and helping them address barriers they face, evaluating the outcomes of the partnerships/education, and developing strategies to fill any needs that may arise.

The manager also oversees physician education on a state-wide level, working to supply physicians and their offices with the most up-to-date screening information and education to help increase screening rates. This includes using media, forums/conferences, and health systems connections to reach a broad base of physicians.

**Qualifications/Requirements:**

* Master’s Degree in Public Health and/or at least 2 years of related work experience.
* Effective verbal and written communication skills. Tact and positive demeanor.
* Ability to handle multiple tasks in a high-energy work environment.
* Ability to work independently without direct supervision.
* Computer literacy including MS Office Products including Word and Excel.
* Strong organizational skills and attention to details.
* Must have driver’s license, proof of insurance and access to state-wide travel.
* Must be willing to work non-standard work schedule as necessary, including some nights and weekends.
* A passion for the cause is a bonus.

**Hours:**

This is a full-time position. Typical office hours are 9 am- 5 pm, Monday-Friday, but this role will include some nights and weekends.

**To Apply:**

Applicants for this position should e-mail a resume, cover letter and salary requirements to:

Patty Francis

Program Director

[pfrancis@kickingbutt.org](mailto:pfrancis@kickingbutt.org)

**Equal Employment Opportunity**

Colon Cancer Prevention Project is an Equal Opportunity/Affirmative Action Employer.   All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected veteran status.