



# FORM

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## Position Description – Cancer Support Worker

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**Position title:** Cancer Support Worker

**Reports to:** Practice Operations Manager

**Direct Reports:** Nil

#### Purpose of position:

The Cancer Support Worker is responsible for increasing community awareness of the nation cancer screening programs/campaigns through health promotional activities, community promotional campaigns and resources.

To support the individual community member and their family on their cancer journey

Increase uptake of preventative cancer screenings by community members across the CWAATSICH service area within a culturally sensitive environment to support an exceptional standard of care to our clients and increase participation by community members in cancer screening events.

To promote, communicate and facilitate increased yarns, clearer narrative of resources and activities.

To support Increasing community health literacy and education to increase uptake in awareness campaigns and preventative cancer screening to identify cancer early.

### Key Responsibilities

- Perform cancer screening services and clinical duties for clients
- Ensure client holistic needs assessments are conducted to meet client needs and develop personalized care plans.
- Provide emotional support and guidance throughout the cancer journey, helping patients manage their care in cultural safe environment.
- Explain procedures to patients, providing them with support and reassurance.
- Support clients through wellness checks, ensuring health checks, chronic condition management plans and Nukal Murra support referrals are current
- Assist clients in accessing necessary services and resources including palliative care and bereavement support.
- Ensure whole of community approach to service provision and client care plans in partnership with allied health services.
- Support and participate in cancer prevention and awareness campaigns addressing modifiable risk factors (e.g. tobacco use, diet, physical activity, sun protection, HPV vaccination).
- Promote participation in national and local cancer screening programs (e.g. breast, cervical, bowel).
- Collect and analyse data to evaluate program effectiveness and community impact.
- Support cancer survivors and patients through promotion of supportive care resources (e.g. exercise, nutrition, mental health).
- Stay current with cancer prevention research, national guidelines, and public health strategies.
- Build partnerships with mainstream cancer services and organisations.

### Continuous Quality Improvement

- Ensure all interactions and communications are documented to ensure seamless care coordination.

#### **Patient Services**

- Assist with coordination of patient care through triage, data management, diagnostic services, networking with other providers, planning and management of cancer patient care.

#### **Improvement of Client Health Outcomes**

- Support and participate in preventative/screening procedures to improve cancer awareness and detection at an early stage.
- Support client education and community health promotion activities.
- Deliver health promotion programs to promote health and well-being.

#### **Patient Visits**

- Provide home/hospital visits as required for monitoring support and health assessments.

#### **Compliance**

- Maintain awareness of current and new legislation to ensure the clinic team is complying with all statutory and regulatory obligations including industrial and employment law, workplace health and safety requirements, privacy obligations and taxation responsibilities.
- Ensure relevant personnel are kept informed and changes are made to systems and procedures as required.
- Demonstrated knowledge of, and compliance with, all relevant legislation and common law obligations that will apply in the Cancer Support Worker role
- Demonstrated patient-focused approach in service provision with genuine empathy and interest in their needs.
- Ensure CWAATSICH complies with all contractual obligations.

#### **Foster Linkages**

- Liaise and collaborate with stakeholders to foster effective planning, delivery of appropriate referrals and program outcomes with:
- Clinic, program IAS and corporate team
- Hospital, allied health and other health care professionals, and relevant agencies and organisations

#### **Expected behaviours and personal attributes**

- Excellent communication and interpersonal skills, including the ability to engage and educate diverse communities.
- Always be well-presented, friendly, courteous and obliging.
- Always represent CWAATSICH in a confident and positive manner.
- Undertake the duties within your position and as an employee of CWAATSICH with diligence, honesty and integrity

- Maintain absolute confidentiality regarding client care and management and CWAATSICH information
- Have a vigilant attitude to accuracy, being prepared to double check as necessary.
- Ability to work both independently and as part of a multidisciplinary team.
- Ability to work cooperatively and independently and the ability to prioritise and organise.
- Availability to travel is essential
- Demonstrated commitment to ongoing professional development.

#### Position Requirements

- Current Positive Blue Card Notice
- Current Criminal History Check
- Current Queensland Open's Driver's License.
- Current First Aid Certificate/CPR

#### Key Selection Criteria

1. Demonstrated knowledge and understanding of cancer risk factors, prevention strategies and early detection to increase community health literacy and health education to increase uptake in awareness campaigns and preventative cancer screening.
2. Demonstrated knowledge and experience supporting an individual and their family on a cancer journey
3. Demonstrated knowledge and understanding of the social determinants of health and their relationship to cancer outcomes.
4. Demonstrated experience and knowledge to communicate effectively supporting Aboriginal and Torres Strait Islander people, to promote and facilitate increased yarns, clearer narrative of resources and activities
5. Demonstrated knowledge of how to plan and implement individual and community activities to improve access and engagement to preventative cancer screenings within a culturally sensitive environment to support an exceptional standard of care to our clients