



Community Breast Cancer Navigator Job Description

Position Title: Community Breast Health Navigator

Reporting to: Executive Director

Area of Assignment/Location: Belle Glade, FL (Lakeside Medical Center)

Category: Exempt

Summary and Purpose of Position: This position is responsible for providing support to individuals in priority communities as identified in the 2015 Susan G. Komen Florida Community Profile. The Komen Florida Community Breast Health Navigator will provide direct assistance to individuals and communities that results in (1) access to screening, diagnosis, and/or treatment services, (2) culturally competent breast health outreach and education utilizing our evidence based education program, (3) culturally competent navigation, and (4) reduction of financial barriers for uninsured and underinsured individuals. The Komen Florida Community Breast Health Navigator will address healthcare disparities and barriers to care for patients; including facilitation of communication across the continuum of care, coordination of resources, education and advocacy, and coordination of care with various health care service providers.

Job Essentials:

- Assist clients in understanding how to access community resources for breast health including free or reduce cost screenings.
- Serve as an essential link between clients and community resources.
- Facilitate appointments and introductions to local social service agencies.
- Facilitate the delivery of patient education programs, distributing Komen breast health materials.
- Follow clients throughout their care and see how partners and nonprofits can support their cancer care. Facilitate an introduction to the nurse navigator and financial counselors at their treatment facility or hospital.
- Work with collaborative partners, community based organizations and others to collect data and track outcomes.
- Deliver monthly reports to the Susan G. Komen Florida and funders which demonstrates outcomes and performance toward reaching the Bold Goal.
- Track program data, case notes, partnership meetings and maintain client and program files.
- Adhere to established productivity benchmarks.
- Responsible for outreach efforts to establish and maintain positive working relationships with key stakeholders (health care provider physicians and office staff, social services organizations, community based organizations, etc.).
- Travel - this position involves local travel in Palm Beach County

Qualifications:

- **2+ years' Experience in breast cancer/women's health or as a Community Health Worker.**
- Broad knowledge of community health concepts, services and resources
- Competency in basic computer skills required, Microsoft Office 365 applications
- Problem solving, decision making, and critical thinking.
- Excellent organizational, written, and verbal communication and excellent interpersonal skills.
- Self-directed, ability to implement professional and community based education programs.
- Degree in Health Care
- Multi-lingual preferred (English, Spanish, Creole)
- Ability to prioritize given tasks and work efficiently towards completing them
- Familiar with common office equipment (printers, copier, fax, etc.)
- Detail-oriented and exceptional organization skills
- Professional demeanor
- Must not use tobacco products
- Must have a valid Florida Driver's License
- Ability to work evenings and weekends
- Ability to lift 25 pounds

Qualifications:

Associates Degree or Bachelor's Degree Required

How to apply:

Please send your resume, cover letter and salary requirements to kelly@komenflorida.org. We will not accept phone calls on this position. Regular full-time and/or part-time employees are classified in these position descriptions as either exempt or non-exempt. Any staff member who disagrees with the classification of his/her position should notify his/her immediate supervisor or the Board President. Also, if any staff member feels that the Fair Labor Standards Act is not being followed by the affiliate, violations should be reported immediately to his/her immediate supervisor or Board President.

About Susan G. Komen and Komen Florida:

Susan G. Komen is the world's largest breast cancer organization, funding more breast cancer research than any other nonprofit while providing real-time help to those facing the disease. Komen was founded by Nancy G. Brinker, who promised her sister, Susan G. Komen, that she would end the disease that claimed Suzy's life. Komen Florida is working to better the lives of those facing breast cancer in the local community. Through events like the Komen South Florida Race for the Cure®, Komen South Florida has invested over \$56.88 million in community breast health programs in 64 counties in Florida and has helped contribute to the more than \$988 million invested globally in research.