

**Multicultural Health Equity Team
Refugee Cancer Program Coordinator**

60.8 hours per fortnight (0.8 FTE)

Fixed Term- 12 months

Help create a future where everyone has equitable access to cancer care.

Are you passionate about health equity, community engagement, and supporting people from culturally diverse backgrounds to navigate complex health systems? Do you thrive in project coordination roles that create meaningful, lasting change? If so, we would love to hear from you.

Bendigo Community Health Services is seeking a Cancer Support Project Coordinator to join our Multicultural Health Equity Team and lead the next stage of an innovative program improving cancer outcomes for people from refugee and migrant backgrounds.

About the Role

This exciting position will coordinate key components of the Cancer Support for People of Refugee Background Project, building on the success of work undertaken since 2022.

You will lead the expansion of cancer education modules within the Adult Migrant English Program (AMEP), working closely with organisations such as Cancer Council Victoria, AMEP providers, and other key stakeholders across Victoria.

The role will also coordinate cancer navigation supports, helping people from refugee and migrant backgrounds safely access cancer care, screening, treatment, and support services.

This is a unique opportunity to contribute to improving health outcomes through cancer prevention, early detection, health promotion, and equitable access to care.

Key Responsibilities

- Build and maintain meaningful relationships with refugee and migrant communities to identify unmet health and service needs.
- Coordinate and deliver project activities that improve health literacy, wellbeing, and access to healthcare services.
- Lead the expansion of culturally appropriate cancer education initiatives through the Adult Migrant English Program.
- Coordinate cancer navigation supports and assist community members to access cancer care systems safely and effectively.
- Support program design, implementation, data collection, monitoring, and evaluation activities.
- Analyse and report project outcomes to inform future service delivery and program development.
- Supervise and support BCHS staff with lived refugee experience, fostering capacity building and co-design approaches.
- Collaborate with community groups, health services, and key stakeholders to advocate for improved health equity and inclusion.

About Bendigo Community Health Services (BCHS)

Bendigo Community Health Services has cared for the health and wellbeing of the Bendigo community for 50 years. We employ more than 280 people across a broad range of services.

The success of BCHS starts with our staff, who have a high level of professionalism and dedication, allowing us to deliver quality services for the community, with a particular focus on vulnerable people.

Added benefits of working with BCHS include:

- Salary packaging
- Purchasing leave
- Study assistance
- Training programs
- Novated leasing
- Fitness Passport

To successfully apply for this position you will need to address the below:

KEY SELECTION CRITERIA**Essential**

1. A qualification in Public/Community Health/Community Development and/or Nursing and a minimum of two to five years' experience in the field.
2. Demonstrated experience in project management and evaluation.
3. Demonstrated experience in community engagement and advocacy.
4. Current experience in working with those of refugee and asylum seeker background.
5. Contemporary knowledge of health impacts of refugee and asylum seeker lived experience.
6. An understanding of the determinants of health risk and protective factors utilising a cultural lens.
7. Demonstrated ability to build and develop positive relationships with a variety of stakeholders and partners to reorientate services and systems to enhance health equity.
8. Demonstrated capacity to develop education and awareness raising programs including training and supervision of bilingual staff.
9. Demonstrated ability to work in a multidisciplinary team.
10. Demonstrated understanding of safety and risk management issues related to the key areas of program delivery and practice.
11. Demonstrated and highly developed report writing skills.
12. A current driver's license.
13. A current employee Working with Children Check.
14. The successful applicant will be required to undertake and complete a Satisfactory National Police Check.

Desirable

1. Intermediate to high level skills in Microsoft Office programs and ability to develop skills using different databases.
2. An interest or experience the development of education resources

For further information about the position contact Kaye Graves on 0409 300 569

To view the position description please go to <https://www.bchs.com.au/careers/current-jobs>

Applications addressing the **Key Selection Criteria** should be emailed to
recruitment@bchs.com.au

Bendigo Community Health Services encourages applications from individuals of all backgrounds and abilities.

Applications will be acknowledged upon receipt. Applicants are requested to contact Human Resources on telephone 5406 1555 if an automatic acknowledgement has not been received.