



**Senior Director, Research**  
Philadelphia, New York or DC

The **Senior Director, Research** will report to the Executive Director of Research & Training Institute and will be focused on survey research, responsible for the continued development, implementation and management of the Cancer Experience Registry. Launched in 2013, the Registry is an observational survey designed to understand the full impact of the cancer experience. The Registry includes a core survey that all patients are invited to complete that addresses a wide range of issues that cancer patients face, regardless of the type of cancer diagnosis they have received; Specialty Registries, where, in addition to the core survey, individuals with specific diagnoses are asked additional questions tailored to address the unique issues of their disease; and, a separate survey for family and informal cancer caregivers. Registry findings are used to further the science of psychosocial oncology as well as directly inform the development of support resources and policy efforts to serve those impacted by cancer.

The Senior Director, Research will be responsible for directing the overall strategic vision of the Registry in alignment with the organization's scientific and business needs. Key responsibilities will include cultivating new funding opportunities in support of the project, managing and planning all aspects of the CER, including cross-sectional and longitudinal survey development, tracking and managing all project deliverables, monitoring outreach and recruitment efforts, conducting statistical analysis, leading conference and publication submissions, and liaising with the survey platform vendor. The Senior Director, Research will also supervise staff responsible for additional survey research projects and cultivate and maintain external relationships with project sponsors and professional advisory committee members.

We are seeking an individual with experience working with survey methodology and quantitative data analysis. Competitive candidates will have strong experience in directing a research team in executing complex research projects from proposal through dissemination of findings. The candidate will also have experience in project and data management, planning and implementing cross-sectional and longitudinal survey research studies, developing survey content, drafting manuscripts for peer-review, and collaborating with survey software vendors. This is an opportunity to be involved across the research continuum, from study design, data analysis and management, and dissemination of results, as well as engaging diverse stakeholders including study sponsors and advisory members. The ideal candidate will have excellent communication skills in translating complex concepts to non-methodologically expert audiences, and a strong interest in behavioral survey research, public health, health informatics, clinical or social psychology, and/or healthcare-related psychosocial research.

**MAJOR DUTIES AND RESPONSIBILITIES**

- Direct the Cancer Experience Registry and all sub-registries, including engagement, planning and implementing its continued development
- Direct the management of multiple datasets and research projects related to the Cancer Experience Registry, including survey development, branching, coding, validity, data management, analysis, periodic quality checks of the datasets, and related research protocols
- Responsible for ongoing collaboration and communication with platform developers, partners and the research team
- Maintain IRB standards and requirements for the Registry, including monitoring relationships with external hospital sites participating in the Registry

- Lead dissemination strategy for findings, including publications, presentations, conference posters, and other scientific products with respect to Registry findings
- Monitor and support recruitment and outreach planning for Registry
- Lead vision and implementation of future state CER inclusive of areas such as:
  - Strategy and ownership for the sustainability of the CER, inclusive of longitudinal design and execution anticipating the changing environment/landscape
  - Internal processes and SOPs to streamline efficient and effective use of data to support various stakeholders
- Lead data analysis and interpretation, including communication of statistical results in a clear and concise manner that is tailored to various stakeholders, including researchers and non-researchers
- Support proposal writing needs relevant to the registry
- Attend external meetings on behalf of or with leadership in support of the Registry
- Supervise and collaborate with staff on survey research
- The Senior Registry Director will also assist with other related Research & Training projects as needed

#### **REQUIRED SKILLS AND EXPERIENCE**

- PhD in social or behavioral sciences (e.g., Public Health, Clinical Psychology with emphasis in Clinical Science, Social Psychology, or related health services field)
- Minimum five years of relevant postgraduate professional experience
- Oncology experience is required
- Bilingual preferred
- Strong interest in community-based research and data applications, as well as related experience in public health, epidemiology, health informatics, and/or cancer-related psychosocial research
- Experience in working with statistical software such as SPSS or R
- Strong project management and data management experience, including implementing research studies and longitudinal analyses, developing surveys, and performing analyses
- Lead project development and monitor project budget and attainment of project deliverables
- Highly effective interpersonal and collaboration skills, including the ability to take a leading role on assigned projects
- Develop professional relationships as a representative, consultant or advisor to external advisory and policy boards and councils, research organizations, educational institutions and educators
- Ability to work effectively as a member of a team in a consulting environment including communication with staff members with expertise outside social sciences and with non-researchers
- Ability to supervise research staff in project and data-related tasks
- Strong publication record and proposal writing experience
- Excellent interpersonal, verbal and written communication skills
- Ability to travel to local and national conferences to support research dissemination and cultivate new partnerships
- Detail and process-oriented; excellent organizational skills and attention to detail
- Valid driver's license

#### **SALARY AND BENEFITS**

In addition to a competitive base salary, we offer: comprehensive medical, prescription, vision, and dental coverage; paid vacation and sick time; short-term and long-term disability insurance; flex spending accounts: transit, healthcare and dependent care; life insurance; and optional participation in an employee contribution Tax Sheltered Annuity plan.

#### **HOW TO APPLY**

To apply, please submit to [careers@cancersupportcommunity.org](mailto:careers@cancersupportcommunity.org) a resume and a cover letter that describes how your experience and skills relate to the above-described responsibilities and qualifications for this position.

#### **ABOUT CANCER SUPPORT COMMUNITY**

As the largest professionally-led nonprofit network of cancer support worldwide, the CSC is dedicated to ensuring that

all people impacted by cancer are empowered by knowledge, strengthened by action and sustained by community. CSC achieves its mission through three areas: direct service delivery, research and advocacy. The organization includes an international network of affiliates that offer the highest quality social and emotional support for people impacted by cancer, as well as a community of support available online and over the phone. The CSC Research and Training Institute conducts cutting-edge psychosocial, behavioral and survivorship research. CSC engages in patient advocacy through its Cancer Policy Institute, informing public policy in Washington, D.C. and across the nation.

***The Cancer Support Community is an equal employment opportunity employer.***