



Multicultural Community-Based Navigator

Purpose of Position:

The Multicultural Community-Based Navigator directly assists clients with cancer in different settings, including public hospitals/health centers, community clinics, other community-based agencies, and in the home. In addition, the Multicultural Community-Based Navigator conducts new client intakes, and makes referrals to appropriate WCRC programs and services. **This position will work primarily with monolingual and bilingual Spanish-speakers**, working in collaboration with other program and administrative staff. This is a full-time, non-exempt position, with some evening and weekends required, and this position reports to the Program Director or Acting Program Director (Executive Director).

Essential Duties and Responsibilities Include:

Navigation

- Conduct client intakes and assessment for navigation services; make intra and inter-organizational program referrals as appropriate; accompaniment to appointments, provide transportation, and assist clients in developing questions for medical team and other care providers
- Assist clients in understanding their diagnosis, test results, and treatment options
- Facilitate multiple care aspects (case coordination, information sharing, one-on-one support, follow-up)
- Help clients make informed decisions by acting as their advocate regarding treatment options and medical compliancy
- Provide direct assessment, personal emotional support and referral to cancer education, financial assistance, survivorship and other programs
- Maintain up-to-date understanding of cancer care (symptoms, treatment, wellness supporting techniques)
- Meet with community stakeholders to communicate the benefits of WCRC navigation services on the lives of their clients
- Provide patient with information top community resources to assist with needs
- Conduct outreach to establish and maintain positive working relationships with medical personnel and community agencies
- Facilitate client utilization of Season of Sharing program
- Provide support and services such that they are in line with WCRC's commitment to cultural humility and the organization's core values (community, compassion, and change)
- Other duties as assigned by the Program Director

Evaluation and Data Management

- Maintain accurate program data for ongoing program analysis/reference, evaluation, and development
- Timely submittal of program data including intake, group attendance, and navigation hours

Qualifications and Experience:

- BA/BS and/or 3-5 years patient navigation, case management, or equivalent experience in a community setting
- Bilingual English/Spanish required, bicultural preferred
- Proficient in Microsoft Office Suite, comfortable with client-specific data entry
- Experience dealing with chronic illness, grief, death and dying
- Skilled at working with individuals that have life challenges that come with being under-resourced
- Understanding of cancer and/or women's health issues
- Must be self-motivated, energetic and committed
- Must be comfortable communicating by phone, email and text
- Ability to work independently as well as in a team setting
- Ability to work flexible hours/35-hour work week
- Demonstrates sensitivity and comfort working in a culturally diverse environment
- Ability to communicate effectively with staff, volunteers, clients and outside agencies
- Must have excellent verbal and written communication skills in English and Spanish
- Minimum two years of experience in a health care or social service agency setting

How to Apply: Please address a cover letter and a resume by email to jobs@wcr.org, or by mail to "Human Resources" WCRC, 2908 Ellsworth Street, Berkeley, CA 94705. No calls, please. WCRC values and specifically seeks applicants who are people of color, women, queer, transgender, gender non-conforming, and/or gender fluid people. We value and specifically seek applicants who thrive in the pursuit of social justice and have a passion for addressing health disparities and inequities. WCRC does not discriminate in employment opportunities or practices on the basis of race, color, creed, religion, national origin, ancestry, age, size, sex, sexual orientation, gender, gender identity, familial status, veteran status, disability, AIDS/HIV status, medical condition, prior conviction, or any other characteristic protected by law. Position open until filled.

Compensation: \$28.57 per hour. This is a full-time (35 hours/week) position with full benefits. WCRC offers a generous benefits package, which includes 100% coverage of medical, dental and vision; a SIMPLE IRA retirement plan, with 2% of salary employer contribution; long-term disability; vacation and sick time; and twelve paid agency holidays, including Cesar Chavez and Juneteenth, and a floating holiday for your birthday.

About WCRC

WCRC works to advance equity in cancer support, especially for those who are low-income, people of color, undocumented, queer, or trans. Since 1986, WCRC has provided a comprehensive array of support services to people with cancer, their families, and their caregivers—all free of charge. Our services include practical services, financial assistance, treatment navigation, general wellness promotion, education, and mental health services. As a highly committed, equity-focused organization, helping to reduce disparities in cancer at every stage is one of our fundamental goals.