

MASCC seeks a part-time Director of Development

The Multinational Association of Supportive Care in Cancer (MASCC) is an international, multidisciplinary organization with members representing sixty-five countries and six continents. It operates in collaboration with the International Society of Oral Oncology (ISOO).

MASCC aims to promote professional expertise of supportive care through research and international scientific exchange of ideas. Significant advances in cancer treatment in the last two decades have been made possible by the strides in supportive care

Founded in 1990, this group is dedicated to research and education in all measures of supportive care for patients with cancer, regardless of the stage of the disease. MASCC membership includes a variety of disciplines and specialists, all of whom have a common interest of providing comprehensive, appropriate care to prevent, minimize, and treat side effects of cancer and its treatments.

The strength of the MASCC–ISOO alliance is through its 17 study groups that promote and organize research and education within the group’s specialty. The MASCC website reflects many of the study group activities in its Education and Resource Centers. A symposium is convened annually to share the most recent research in supportive care and to encourage networking among the disciplines and among colleagues from all countries. Visit the MASCC Web Site at: www.mascc.org to learn more about the organization.

MASCC is creating a new half time contract position for a Director of Development and Marketing. There are no geographical requirements; there is no central office, so the successful candidate can work in his/her preferred location. The main charge of this position is to build and grow infrastructure to meet the strategic goals of 1) ensuring financial resources to pursue the organization’s goals and 2) being recognized world -wide as the leader of research, education and communication in cancer supportive care. The position will report directly to the Executive Director.

Responsibilities of this position include:

- Manage and implement fundraising activities to maintain a diverse funding base and a stable financial situation.

Develop a plan with short and long term goals for the responsibilities below.

- Research potential foundation, corporate and government funding sources and develops grant proposals based on their funding criteria.
- In partnership with the Executive Director, track, maintain, and increase major donor program, exploring additional opportunities for gift recognition.
- As directed by the Executive Director, work with Board of Directors in developing ongoing fundraising efforts including major donor assignments.
- Explore avenues for increasing organization's donor base among non-traditional constituents.
- Track proposals and reports for all fundraising – including the annual symposium, Corporate Advisory Council, study group projects, individual donors
- Develop strategies to increase organization's visibility through marketing the mission and goals of MASCC.
- Oversee development and implementation of marketing materials and public awareness & relationships initiatives.

Develop and implement strategies for membership recruitment and retention in collaboration with membership committee

- Prepare a budget related to area of responsibility.

Qualifications

- Bachelor's degree
- Ability to work in a medical non-profit environment
- Experience working in an international community preferred.
- Experience with various aspects of nonprofit development office including individual solicitation, grant writing, and marketing
- Background in fund raising skills
- Excellent communication skills and interpersonal skills
- Solid writing, proofreading, personal communication, computer skills with attention to detail
- Ability to work in an international environment.
- Enthusiasm for the cause – “share our passion”
- Salary is negotiable and commensurate with skills and experience.

For questions or further information, contact:

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