



**SHARSHERET<sup>®</sup>**  
The Jewish Breast Cancer & Ovarian Cancer Community

## **EMPLOYMENT OPPORTUNITY**

### **Israel Support Program Coordinator (Part-Time)**

Sharsheret, the fast-paced and growing Jewish breast cancer and ovarian cancer organization, seeks a Social Worker to assist in the delivery of cancer support programs in Israel. This position is a remote position working in Israel 20-25 hours per week.

#### **QUALIFICATIONS**

- Master of Social Work or similar degree required
- 5+ years' experience working in a health care setting, non-profit or Jewish organization
- Must live full time in Israel
- Fluent bilingual speaker – English and Hebrew
- Passion for issues related to cancer and the Jewish community
- Excellent interpersonal skills
- Strong writing, communication, and organizational skills
- Ability to manage multiple projects and work in very fast-paced environment
- Proficient in Microsoft Office

#### **RESPONSIBILITIES**

- Speak one-on-one with and provide psychosocial support to women and families calling with breast cancer, ovarian cancer, and cancer genetics questions
- Assist with program development and facilitation
- Process telephone, WhatsApp, e-mail, and online requests for information
- Coordinate program-related projects and deliveries
- Manage program data entry
- Represent Sharsheret at local in-person conferences and events (some evenings may apply)
- Participate in evening calls/zoom meetings with US colleagues and stakeholders
- Outreach to Israeli organizational partners to raise awareness about the unique issues of Jewish women and families at increased risk for hereditary breast cancer and ovarian cancer

#### **TO APPLY:**

Send resume and cover letter to [resumes@sharsheret.org](mailto:resumes@sharsheret.org). No telephone calls please.