

Job Title: Data Coordinator

Job Number: 2009-0476

Organization: Chicago Breast Cancer Quality Consortium: project of the MCBCTF

Posted: 7/20/2009

Type: Full-Time

Industry: Non Profit

Number of Openings: 1

Location: Chicago, IL USA

JOB DUTIES AND RESPONSIBILITIES:

Data Coordination * Assisting in the data collection of quality measures related to breast cancer screening, diagnosis, and treatment. * Conducting hospital site visits to provide support and to gain knowledge regarding processes employed by hospitals for follow-up and care. * Assisting in the design and coordination of study protocols and health status questionnaires, sample selection and analysis. * Coordinating the dissemination of information at events, seminars and lectures for collaborating/partnering organizations.

Research * Participating in the collection, compilation, documentation and analysis of data related to breast cancer screening, diagnosis, and treatment in the Metropolitan Chicago area. * Conducting data management and statistical analysis of current data. * Conducting literature reviews and summarizing the current state of knowledge on topics related to breast cancer * Assisting in grant preparation and grant writing

QUALIFICATIONS: * Graduation from a recognized college or university with a Bachelor's Degree in statistics, public health, or related field is required (advanced degree preferred). * 2-3 years experience in epidemiology and/or data analysis (SAS or other statistical analysis tools); * Excellent writing including grant- writing, research and communication skills; * Ability to perform literature reviews (familiarity with PubMed, Ovid, Endnotes helpful) * Exceptional organization and proven ability to multitask. * Computer skills and knowledge of applications and programs including MS Word, Excel and PowerPoint required (knowledge of ACCESS and/or GIS helpful) * Professional knowledge and ability necessary to meet job responsibilities. * Detailed-oriented, great follow- through, flexible. * Familiarity with patient safety and quality activities helpful * Familiarity with hospital or other healthcare settings processes including data systems helpful. * Background knowledge of breast cancer care and clinical processes preferred

ORGANIZATION DESCRIPTION: The Chicago Breast Cancer Quality Consortium is a project of the Metropolitan Chicago Breast Cancer Task Force. The Consortium's core mission is to reduce the Black-White disparity in mortality rates from breast cancer here in Chicago. The Consortium is a voluntary association of health care providers, health care institutions, and community organizations, who in conjunction with the Illinois Hospital Association will be developing quality measures for breast cancer screening, diagnostics, and treatment. The Consortium will also implement performance improvement projects at institutions in Metropolitan Chicago. These projects will be focused on improving quality standards for breast cancer diagnosis and treatment while also improving systems of referral and navigation to facilitate the timely care of individual women with breast cancer.

Closing Date: 8/10/2009

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How to Apply: Please apply via the following website under job code 2009-0476
<http://www.jobsrush.com/>