

Position Description

Position Title	Senior Manager, Lung Cancer Program
Location	Brisbane (Melbourne and Sydney considered)
Team	Clinical Programs
Employment Status	Full-time, permanent
Reports to	General Manager, Clinical Programs Research and Innovation
Award	Award Free
Direct Reports	0.5 - 2 fbc
Version	August 2026

PURPOSE OF POSITION DESCRIPTION

The purpose of this position description is to document the purpose, desired candidate attributes and key responsibilities encompassed within the role. The key areas of responsibility and performance indicators are tied to performance review and career development. This document should be reviewed annually as changes in the organisation may result in the need to update the position description.

SECTION 1

Our Mission

Healthy lungs for all.

Our Vision

To lead lung health and transform lives through impactful programs, policy, campaigns, and research.

Our Values

Our values underpin everything we do:

- **Trusted:** We are a credible, evidence-based authority in lung health, disease and cancer.
- **Excellence:** We set the standard through expertise, leadership and innovation, striving every day for the highest quality in everything we do.
- **Impact-driven:** We create meaningful, lasting impact in lung health, with a commitment to equity and addressing disparities.
- **Collaborative and inclusive:** We listen deeply, value lived experience and work together for better outcomes.
- **Curious and innovative:** We embrace new ideas, challenge the status quo, and remain responsive and adaptable in a changing world.
- **Empathetic and fair:** We approach our work with care, compassion and fairness, and a deep understanding of those we serve.

Our Strategic Priorities

1. Promote lifelong lung health and prevent disease
2. Advance lung health equity
3. Support people to live well with lung disease
4. Drive life-changing research and innovation

OUR TEAM

Lung Foundation Australia is an award-winning profit for purpose organisation and national peak health and advisory body for lung health. We are proud to be an Employer of Choice, recognised for our commitment to staff wellbeing, inclusion and shared sense of purpose.

Following significant growth in brand, influence, funding, and reach, we have entered a bold new chapter with our 2026–2030 Corporate Plan. This plan builds on more than three decades of impact and outlines an ambitious agenda to embed lung health as a national priority, expand our reach, and improve outcomes for all Australians.

Our strong performance has been recognised nationally with awards including:

- Non-Government Organisation of the Year – 2020 & 2024
- The Voice Project's Best Place to Work – 2020, 2021, 2023, 2024 and 2025

We operate from offices in Brisbane, Sydney, and Melbourne with a national footprint supported by a growing network of staff and volunteers. We are committed to work-life balance, flexibility, and an inclusive workplace culture.

Over the next five years, we will:

- Expand into new territories and priority populations and communities
- Double our workforce to meet demand
- Launch new programs, research initiatives, and advocacy campaigns that deliver measurable impact against our Corporate Plan.

Before applying, we encourage you to learn more about our Mission and impact by reading our [Annual Impact Report](#).

SECTION 2

PURPOSE OF THIS ROLE

The Senior Manager, Lung Cancer Program provides strategic and operational leadership for Lung Foundation Australia's Lung Cancer Program, with accountability for program strategy, planning, funding, partnerships, performance, sustainability and outcomes. The role oversees a complex portfolio of initiatives, funding agreements, stakeholder relationships and health system partnerships delivered across different business areas. Operating within a dynamic policy, funding and health system environment, the role identifies opportunities to strengthen program impact, growth and sustainability, influence system improvement, and support Lung Foundation Australia's leadership in lung cancer care.

The role directly leads key Lung Cancer Program initiatives, including the Specialist Lung Cancer Nurse (SLCN) Program, Australian Cancer Nurse Navigator Program (ACNNP) and Australian and New Zealand Lung Cancer Nurses Forum (ANZ-LCNF). More broadly, the role provides strategic leadership and oversight across the Lung Cancer Program, working collaboratively with senior leaders and functional owners across the organisation to align activities, influence outcomes and support delivery of shared program objectives. This includes bringing together expertise across health professional education, research, advocacy, policy, consumer engagement, communications and service delivery to support an integrated approach to improving lung cancer outcomes. The role works closely with clinical experts, consumers, health services, researchers, government and other external stakeholders to inform priorities, strengthen partnerships and advance shared program and health system objectives.

Working with Clinical Leads and subject matter experts, the Senior Manager ensures the Program is informed by contemporary evidence, models of care and best practice, supporting coordinated action across the care pathway and improved outcomes for people affected by lung cancer. Clinical

practice, professional nursing leadership and clinical governance remain the responsibility of the appropriate Clinical Leads and governance structures.

SKILLS, QUALIFICATIONS AND KEY ATTRIBUTES REQUIRED (KEY SELECTION CRITERIA)

Qualifications

- Tertiary qualifications in health, program management, business, public health or another relevant discipline.
- Postgraduate qualifications in program management, health management, public health or a related discipline are desirable.

Experience

- Demonstrated experience leading multidimensional health, cancer, community or similarly integrated programs.
- Demonstrated experience managing programs across the full lifecycle, including planning, implementation, monitoring, evaluation and continuous improvement.
- Experience managing complex government and/or externally funded programs, including contracts, budgets, contractual obligations and reporting requirements.
- Demonstrated ability to translate strategy and funding requirements into clear operational plans and measurable outcomes.
- Experience working effectively with clinical subject matter experts and multidisciplinary teams while maintaining clear accountability for program delivery.
- Strong stakeholder management and relationship-building skills, including the ability to establish and maintain trusted relationships with government, health services, sector partners, consumers and other key stakeholders.
- Proven ability to work collaboratively across cross-functional teams and external partnerships to influence outcomes, achieve shared objectives and drive program growth and success.
- Experience leading service improvement, change and implementation within a complex environment.

Knowledge and Skills

As the ideal candidate, your skills and attributes include:

- Strong program management capability with the ability to manage multiple priorities, dependencies and stakeholders.
- Strong analytical, communication, influencing and negotiation skills.
- Sound understanding of the Australian health system and the environment in which cancer programs and services operate and how they are funded
- Strong skills in evaluation and program logic development, including the ability to understand and apply evidence, data, research and subject matter expertise to program planning and decision-making.
- Demonstrated ability to translate evidence, policy and stakeholder insights into practical programs, services and initiatives that improve workforce capability, consumer outcomes and health system performance.
- Demonstrated ability to develop and maintain strategic partnerships and navigate complex funding environments, including government, philanthropic and sponsor-funded programs.

Knowledge of, ability to rapidly develop knowledge of:

- Lung Cancer models of care, Optimal Care Pathways and service frameworks (including Lung Foundation Australia's Specialist Lung Cancer Nurse Model of Care), and the ability to apply these frameworks to program planning, implementation, service delivery and evaluation.
- The policy, funding and health system environment relevant to lung cancer care, including key stakeholders, partnerships and national priorities that influence service delivery and outcomes.
- Consumer-centred models of care and service delivery including patient activation theory, value-based healthcare, PREMS and PROMS.
- Approaches to workforce development, health professional education, clinical practice change and health system improvement relevant to lung cancer care.
- Australian health policy relevant to lung cancer.

As a condition of your employment, you are required to undertake and maintain the following:

- National Police Check clearance

KEY AREAS OF RESPONSIBILITY AND PERFORMANCE INDICATORS

The major areas of work and associated responsibilities are outlined in this section:

Key Areas of Responsibility	Performance Outcomes
Strategic & Program Leadership	• Provide strategic and operational leadership for LFA's Lung Cancer Program, translating organisational strategy into clear priorities, plans and measurable outcomes. • Bring together the organisational functions that collectively contribute to the Lung Cancer Program, supporting alignment, shared ownership and an integrated whole-of-program approach. • Identify and shape the Lung Cancer Program and broader system priorities, working with the organisational functions responsible for their delivery. • Identify emerging trends, risks, dependencies and opportunities and drive continuous improvement, innovation, program growth and sustainability. • Ensure the Program aligns with relevant national strategies and frameworks, including the Lung Cancer Blueprint, Optimal Care Pathways, and other agreed lung cancer frameworks.
Integrated Lung Cancer Program Delivery	• Maintain an integrated Lung Cancer Program roadmap, ensuring alignment of program priorities, dependencies, risks and opportunities across directly managed and partner-delivered initiatives. • Lead planning, implementation, monitoring, evaluation and continuous improvement across the full Lung Cancer Program lifecycle. • Directly lead designated Lung Cancer Program initiatives, including the Specialist Lung Cancer Nurse Program, ACNNP and ANZ-LCNF, and other agreed funded lung cancer initiatives. • Coordinate interfaces with hospital partnerships, multidisciplinary teams and relevant service/data initiatives, including referral and nodule pathways, to support effective program delivery. • Support implementation of agreed models of care, pathways and health system improvement initiatives, including quality improvement and related service models (e.g. LUCAP), with

	health services and other stakeholders through LFA partnerships and program activity. • Support the establishment and ongoing coordination of external clinical and program governance structures for the Lung Cancer Program, including external subject matter experts, advisory groups and other forums, ensuring alignment with Lung Foundation Australia's clinical governance framework and organisational governance requirements.
Workforce Development & Capability Building	• Set Lung Cancer Program workforce capability priorities and intended outcomes in collaboration with the Health Professional Learning Team, Clinical Leads, ANZ-LCNF Education Council and other functional owners responsible for education, professional development and practice change delivery. • Provide program and operational oversight of agreed lung cancer workforce development, education and capacity-building initiatives, including Communities of Practice, activity linked to the Australian Lung Cancer Conference, the ANZ-LCNF annual education outputs and other relevant SLCN/ACNNP workforce development activities. • Work with Clinical Leads, ANZ-LCNF Education Council and subject matter experts to ensure program planning and delivery reflect contemporary evidence, agreed models of care and clinical requirements. • Support sustainable workforce and service models that strengthen specialist lung cancer nurse capability and equitable access nationally.
Stakeholder Partnerships, Funding and Sustainability	• Develop and maintain strategic relationships with government agencies, health services, clinicians, sector partners, research organisations, sponsors, funders and consumer stakeholders. • Lead key Lung Cancer Program stakeholder and sponsor relationships and represent LFA on relevant advisory groups, steering committees and national forums. • Manage program budgets, funding agreements, contractual milestones and reporting requirements. • Identify and progress funding, sponsorship, partnership and expansion opportunities that strengthen program sustainability and impact. • Promote awareness and integration of Lung Foundation Australia's lung cancer and early detection-related programs, services and resources.
Clinical, Consumer, Research & Organisational Integration	• Provide strategic leadership and maintain effective cross-functional collaboration with clinical, consumer, research, education, policy and advocacy and other organisational contributors to shared Lung Cancer Program outcomes, ensuring alignment of priorities, clarity of roles, effective communication and shared accountability. • Where applicable, provide lung cancer subject matter expertise, stakeholder intelligence and strategic advice with respect to the design, review and delivery of Lung Foundation Australia's consumer and healthcare professional education, training, resources and tools • Work with the Consumer team and Tier 4 Consumer Partners (advisory and advocacy) to ensure lived experience and consumer outcome data inform program strategy, design, evaluation and improvement. • Work with Research to influence lung cancer research priorities and partnerships, including consumer involvement in research

	prioritisation, ensure research evidence and findings inform program priorities and service improvement, and support integration of agreed research initiatives, grants and partnerships with the broader Lung Cancer Program. • Collaborate with relevant internal functions to progress policy and advocacy opportunities aligned with key organisational and government strategies • Provide strategic input as needed into prevention and early detection priorities, including lung cancer screening, referral pathways and associated partnership activity, ensuring alignment with broader Lung Cancer Program objectives. • Work with relevant teams, providing strategic influence and subject matter expertise, to ensure that the supportive lung cancer care programs delivered by LFA, such as the helpline and telehealth are evidence informed, aligned to appropriate models of care and are evaluated to demonstrate impact.
Data Evaluation & Program Outcomes	• Establish, monitor and continuously improve the Lung Cancer Program logic, monitoring and evaluation framework, including lead and lag indicators that measure Program performance, impact and contribution to organisation objectives. • Ensure high-quality program and service data supports decision-making, performance monitoring, outcome measurement, and reporting. • Coordinate outcome and evaluation reporting and use findings to demonstrate program impact, economic value and inform future investment and expansion. • Monitor and report the Program's contribution to agreed short and medium-term outcomes
Governance, Risk & Compliance	• Ensure effective governance, risk management and compliance across key program activities. • Monitor program risks and implement mitigation strategies. • Ensure organisational, legislative and funding obligations are met. • Work with Clinical Leads and other accountable roles to ensure clinical governance requirements are appropriately incorporated into program delivery, without assuming clinical governance accountability.
Team Contribution & Effectiveness	• Contribute to organisational strategic planning and cross-functional initiatives. • Contribute positively to a collaborative, inclusive and high-performing organisational culture. • Work across teams to support shared priorities, clear accountabilities and effective decision-making. • Model Lung Foundation Australia's values and expected leadership behaviours.
Workplace Health & Safety (WHS)	• Comply with legislative requirements and LFA's WHS Policy. • Ensure a safe working environment for self and others, including when working from home. • Demonstrate proactive management of workplace conduct and psychosocial risks, fostering a respectful, inclusive, and mentally healthy workplace culture. • Promptly identify, report, and manage hazards, incidents, and near misses in line with organisational procedures.

	• Actively participate in wellbeing and WHS initiatives, including training, risk assessments, and continuous improvement activities. • Model safe work practices and support others to maintain physical and psychological safety in the workplace.
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SECTION 3
REPORTING RELATIONSHIPS

This position reports to the General Manager, Clinical Programs, Research & Innovation.

EXTERNAL RELATIONSHIPS

- Commonwealth and State Government agencies
- Health peak bodies and sector partners
- Clinicians, researchers and universities
- Philanthropic, funding and sponsor partners
- Consumers and people with living experience
- Industry bodies and innovation partners

SECTION 4
PERFORMANCE APPRAISALS

Performance review and career development discussions will take place six monthly with the General Manager, Clinical Programs, Research & Innovation.

SECTION 5
ACCEPTANCE OF POSITION DESCRIPTION

This position description is intended to describe the general nature of the duties performed. It is not intended to be a complete list of all responsibilities, duties and skills required of the position. Other appropriate duties may be assigned that are not listed in the position description.

My signature below indicates that I have reviewed, accepted, and received a copy of this position description.

(Employee name)

Date