



Associate Director of Healthcare and Education

About the Amyloidosis Research Consortium (ARC)

The Amyloidosis Research Consortium (ARC) is a non-profit global organization founded in 2015. ARC's mission is dedicated to transforming the way research is being done and focuses on what will have the greatest impact on improving the lives of amyloidosis patients. We forge collaborations across industry, academia and regulatory to more rapidly advance the discovery of new treatments. ARC empowers and supports patients by making sure they have access to the best quality of care and information.

Amyloidosis is the term for a group of rare diseases in which an abnormal protein misfolds and deposits as amyloid in organs and tissues, causing damage and eventually organ failure. There are different types of amyloid, and they vary from one another in their biochemical nature and natural history. Some are acquired, and others inherited. In the United States, approximately 4000 people develop Amyloidosis each year. It is currently very underdiagnosed and therefore that number is expected to rise significantly.

To learn more about ARC, [visit http://www.arci.org](http://www.arci.org)

About the Position

ARC is looking for an Associate Director of Healthcare and Education. As Associate Director of Healthcare and Education you will be responsible for delivering on two of our strategic priorities: (1) Improving time to early and accurate diagnosis, and (2) ensuring that patients have access to quality care, information, and support. To achieve these priorities, Associate Director of Healthcare and Education will be responsible for designing, producing and delivering a diverse but targeted portfolio of innovative and engaging HCP and patient programs.

The ideal candidate should understand the educational landscape for medical professionals, as well as the pressing needs of healthcare provider education to facilitate diagnosis and improve treatment for patients with a massively under diagnosed rare and life-threatening disease. The ideal candidate will understand the needs and challenges patients face with a life-threatening disease. At the same time, this role will maximize the opportunities to be a strong and convincing advocate for the needs and perspectives of patients, their caregivers and family members.

This is an opportunity to play a significant role in the shaping and growth of a rapidly expanding organization working at the cutting edge of amyloidosis research, policy, education, information and support. We are looking for an inspirational and experienced professional with a proven ability

to design, implement and scale programs, and someone who will support patients by ensuring they have access to high-quality care and information.

Key responsibilities

Health Care Professional Programs

Educational Programs –Design, implement, and manage a portfolio of practical medical education initiatives for the multi-disciplinary HCP community that will improve overall disease awareness and clinical practice. Develop programs for relevant meetings, symposia and congresses. Stay informed of and ensure adherence to applicable standards for Medical Education programs.

- Educational materials and assets - Develop materials and assets to raise disease awareness, and also promote early diagnosis and best practice in treatment of amyloidosis among relevant HCPs. Liaise with HCPs and industry partners to facilitate collaboration and streamlining of efforts
- Meetings – Represent ARC at relevant national and international conferences, seminars, and meetings, through booths, presentations, networking and attendance. Position ARC as a leading authoritative voice on not just amyloidosis, but on rare disease generally
- Relationships – Develop strong relationships and partnerships with disease experts by establishing high level of trust and confidence in ARC as an organization. Increase the number of physicians interested in the disease and pursuing careers in the field

Patient Programs

- Patient Information – Design and implement print, online, in-person information and support programs. Take an innovative approach and maximize the use of digital and related platforms. Ensure a very high-standard of accurate, current and accessible content
- Access to information - Put in place appropriate initiatives to ensure information and support is delivered in partnership with HCPs

- Patient Voice - Represent and champion the needs and perspectives of patients and their families by taking part in relevant internal and external initiatives, advisory boards and committees

General Responsibilities

- Planning - Produce program plans, budget and key performance indicators as part of the annual planning process. Continuously evaluate and measure the effectiveness of programs and identify, as necessary, improvements that serve to sustain and improve overall quality care for patients.
- Development - Work in partnership with the development and leadership team for strategic planning and to identify funding opportunities, and develop case for support. Collaborate with relevant colleagues to ensure prompt and accurate reporting to funders in accordance with their defined criteria

General - Work in partnership with other teams to maximize the access to and impact of programs, and ensuring they represent the patients' needs appropriately.

Education Requirement:

- Preferably an advanced scientific or clinical degree, or relevant experience in medical education. Minimum bachelor's degree in a health-related field required.

Job Qualifications:

- At least 3-5 years of professional experience in health services, with demonstrable progressive responsibility
- Experience in Continuing Medical Education is preferred
- Experience of working with healthcare professionals and academic stakeholders, preferably in an oncology/rare disease setting
- Exceptional written, oral, interpersonal and presentation skills and the ability to interface well with both internal and external senior positions
- High degree of customer focus towards internal and external stakeholders
- Excellent planning skills and able to manage multiple projects with time demands
- Highly organized with the ability to prioritize and meet deadlines in a fast paced environment
- Self-reliant, good problem solver, results oriented



- Genuine interest and commitment to the ARC mission, with the ability to effectively communicate it
- 20% travel may be required

To apply please send your resume and a cover letter to arc@arci.org

