

## Educational Programme Manager

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### About ESSO:

The European Society of Surgical Oncology (ESSO) is dedicated to advancing surgical oncology through education, professional development and advocacy. We aim to equip professionals with the knowledge and skills needed to deliver the highest quality of care and actively work towards harmonized training in surgical oncology across Europe and beyond.

**Join us in shaping the future of surgical oncology education and fostering excellence in patient care!**

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### Position Overview:

We are seeking a dynamic and experienced Educational Programme Manager to implement the society's educational strategy. As we expand and restructure our educational offerings, this position plays a pivotal role in shaping the future of ESSO educational initiatives by creating impactful, high-quality programmes that support surgical oncology professionals, patients, and the lay public globally. The successful candidate will join a growing team, working closely with two full-time equivalent educational staff members to drive our mission forward.

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### Key Responsibilities:

- Plan, develop and execute ESSO's educational strategy in alignment with the society's goals.
- Contribute to the creation and delivery of diverse educational offerings, including hands-on courses, online modules, webinars, and CME-accredited programmes.
- Work closely with existing educational staff to ensure seamless collaboration and integration of all programmes and initiatives.
- Engage and coordinate with the Education and Training Committee (ETC) Chair, Co-Chair and working groups to implement the educational programme.
- Build and maintain relationships with industry partners to enhance educational content and identify funding opportunities.
- Oversee sponsorships and funding for educational initiatives to ensure sustainability.
- Implement evaluation systems to assess programme impact through feedback, outcome measures, and participant assessments.
- Integrate, as appropriate, the patient perspective in ESSO educational programmes and facilitate collaborations with patient advocacy groups at European level.
- Develop patient-focused educational materials and initiatives to empower individuals and their families with accurate, accessible information on surgical oncology care.

- Manage the educational programme budget and ensure efficient resource allocation.
  - Ensure ESSO's educational offerings meet the highest standards of quality and relevance for surgical oncology professionals, cancer patients and the lay public.
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### Qualifications:

- **Educational Background:** Degree in medical education, public health, healthcare management, or a clinical background in surgical oncology or a related field.
  - **Experience in Medical Education:** Strong understanding of adult learning principles, curriculum design, and CME accreditation processes.
  - **Project Management:** Proven ability to manage complex projects, including budgeting, timelines, and resource allocation.
  - **Communication and Leadership:** Excellent interpersonal and communication skills for engaging with society members, the Board, external stakeholders and educational staff.
  - **Technological Proficiency:** Familiarity with learning management systems, virtual training tools, and digital content creation platforms.
  - **Added Value:** Experience or interest in patient advocacy, demonstrating a commitment to empowering individuals and improving public understanding of surgical oncology care.
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### Why Join Us?

- Collaborate with a passionate and dedicated educational team to advance surgical oncology education.
  - Contribute to impactful programmes that improve care for cancer patients worldwide.
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### What we offer?

- Belgian employment contract (part-time or full time)
  - A comprehensive fringe benefits package including meal vouchers, pension plan, hospitalisation insurance and ambulatory care.
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### How to Apply?

Submit your CV and a cover letter detailing your experience and vision for advancing surgical oncology education to [carine.lecoq@essoweb.org](mailto:carine.lecoq@essoweb.org)

*Applications will be reviewed on a rolling basis. We encourage you to apply early.*