



Global OHNS Initiative - Advocacy Team Lead Position Description

Position Overview

We are seeking a dynamic and committed Advocacy and Outreach Team Lead to join the Global Otolaryngology-Head and Neck Surgery (OHNS) Initiative. In this role, you will spearhead efforts focused on advocacy and outreach, aiming to raise awareness and promote evidence-based prioritization of OHNS care globally.

Otolaryngology-head and neck surgery is a critical medical field that often faces challenges in garnering sufficient attention and resources for research and development. The Global OHNS Initiative recognizes the importance of advocacy in ensuring that OHNS receives the prioritization it deserves in funding, program, and policy decisions worldwide.

Your mission is to lead the charge in advocating for evidence-based prioritization of OHNS, raising awareness among both medical professionals and the general public about the importance of research findings and opportunities in advancing OHNS care globally.

Responsibilities

As an Advocacy and Outreach Team Lead, your primary responsibilities will include:

1. Team Supervision and Development:

- a. Lead and supervise the Advocacy and Outreach Team, fostering a collaborative and motivated environment.
- b. Recruit and onboard new team members, ensuring alignment with the organization's advocacy goals.
- c. Conduct regular team meetings to review progress, provide feedback, and assign tasks effectively.

2. Goal Setting and Coordination:

- a. Collaborate with the Advocacy and Outreach Team to set annual short- and long-term goals.
- b. Identify and implement innovative initiatives and interventions to enhance advocacy efforts.

3. Progress Tracking and Reporting:

- a. Monitor and track progress towards advocacy goals.
- b. Provide annual reports to the Board of Directors and semi-annual reports to organization leadership.

4. Mentorship and Support:

- a. Provide intentional and dedicated mentorship and feedback to team members, fostering their growth and development.
- b. Facilitate consultation with website developer(s) to ensure regular updates to the organization's website.

5. Collaboration and Partnership:

- a. Collaborate with the Executive Committee to facilitate advocacy efforts and establish partnerships with other organizations.
- b. Engage in outreach activities to raise awareness among Global OHNS Initiative members about research and advocacy initiatives.

6. Advocacy Initiatives:

- a. Lead efforts to advocate for evidence-based prioritization of OHNS in funding, program, and policy decisions globally.
- b. Utilize various channels and platforms to raise awareness and promote OHNS advocacy objectives.

7. Attend Monthly Meetings:

- a. Attend monthly large-group meetings to inform advocacy initiatives.
- b. Participate in research lab meetings to understand the advocacy needs of research project teams and facilitate coordination.

As the Advocacy and Outreach Team Lead, you will play a pivotal role in advancing the mission of the Global OHNS Initiative by championing advocacy efforts and raising awareness about the importance of OHNS care worldwide. Your leadership will be instrumental in driving positive change and ensuring that OHNS receives the attention and resources it needs to thrive. Join us in making a difference in the global landscape of OHNS care through advocacy and outreach.

To apply for this volunteer position, please submit a cover letter outlining your interest and relevant experience, along with your CV, to globalohns@gmail.com with the subject line "Global OHNS Advocacy Team Lead Application."