POSITION DESCRIPTION

Position:	**Multijurisdictional Cancer Registry Reporting Harmonisation Lead (CRD.02)**
Reports To:	**Head, Data Analytics**
Classification:	**Band E**

CANCER COUNCIL VICTORIA

Every year, more than 39,000 Victorians will be diagnosed with cancer, and nearly 12,000 will die from cancer. The number of cases will increase as our population grows and ages. Survival will also improve as we get better at early detection and treatment of cancer.

Since our establishment in 1936, Cancer Council Victoria has developed an international reputation for our innovative work in cancer research, prevention and support. As an independent, not-for-profit organisation, we play a leading role in reducing the impact of all cancers on all people.

Our people work and volunteer at Cancer Council Victoria to contribute to an organisation that makes a real difference in people's lives and is valued by the community we serve. In return we are proud to foster a culture that supports individuals to reach their full potential, in an environment that reflects our values of **Excellence**, **Integrity** and **Compassion**.

DIVISION / UNIT / TEAM SUMMARY

The **Cancer Research Division** leads Cancer Council Victoria's cancer epidemiology, cancer intelligence, population data assets, research platforms and research infrastructure capabilities to generate evidence that informs cancer control policy, programs and services.

The Division is responsible for the collection, stewardship, analysis and translation of cancer-related data and evidence to improve cancer outcomes and support decision making across Cancer Council Victoria, government, health services and the broader cancer sector. The Division includes the Victorian Cancer Registry (VCR), Victorian Family Cancer Genetics Service, Victorian Cancer Biobank and cancer epidemiology research programs.

The Division works with government, health services, universities, research institutes and community organisations to maximise the value and impact of research, data and innovation in improving outcomes for all Victorians affected by cancer.

The VCR is a population-based cancer registry that provides comprehensive, accurate and timely information for cancer control by developing and maintaining a high quality, accessible information asset to support epidemiological, clinical, behavioural and health services research and evaluation.

POSITION SUMMARY

The **Multi-Jurisdictional Cancer Registry (MCR)** is a national initiative to create a harmonised cancer registry platform that supports consistent, timely and research-ready cancer data across Australian jurisdictions. Through a partnership with the Australian Research Data Commons (ARDC), the project is delivering the foundational work required to harmonise data standards, workflows, governance and reporting requirements to support a future national registry solution.

The MCR Reporting Harmonisation Lead is responsible for defining and harmonising reporting requirements across participating jurisdictions to support the development of this future platform. Acting as the lead reporting subject matter expert, the role will work closely with the registry solution architect, registry stakeholders, researchers, policy agencies and technical teams to develop a consistent reporting framework that supports operational, statutory, surveillance and research access reporting needs. The Lead will lead efforts to ensure reporting capabilities are appropriately designed and implemented within the future registry solution.

The position will ensure reporting requirements are clearly defined and translated into reporting specifications that support nationally consistent reporting while recognising jurisdiction-specific requirements.

KEY RESPONSIBILITIES

- Lead the development of a harmonised cancer registry reporting framework that supports operational, statutory, surveillance, research and information access requirements across participating jurisdictions.
- Engage and build effective relationships with jurisdictional cancer registries, research, policy and technical stakeholders to identify, analyse and align reporting requirements, definitions, metrics and business rules, and support collaboration and consensus.
- Define and document reporting requirements and specifications, including business purpose, logic, data requirements, calculations, output formats and reporting needs that support registry operations, performance monitoring, quality assurance, compliance obligations and public reporting
- Develop and maintain a catalogue of standard reports, reporting assets and reporting standards to support consistent and efficient information delivery.
- Provide expert advice on reporting requirements and information needs to inform solution design and implementation.
- Work closely with the solution architect and technical teams to ensure reporting capabilities are aligned with business requirements and support future reporting needs.
- Support the development of reporting and data delivery approaches that facilitate timely access to information for researchers, government agencies and other approved users.
- Promote consistency, comparability and data quality in reporting outputs while accommodating jurisdiction-specific legislative and operational requirements.

Such other duties as directed and consistent with an employee's level of skill, competence and training.

KEY SELECTION CRITERIA

Essential Criteria
Qualifications, Experience, Knowledge and Skills

- Relevant tertiary qualification in public health, epidemiology, health information management, health informatics, statistics, information systems or a related discipline.
- Demonstrated experience developing, managing or delivering complex reporting solutions within health, government, research or data-intensive environments.
- Proven ability to define and document reporting requirements, business rules, metrics and report specifications for diverse stakeholder groups.
- Experience working with large and complex datasets, including an understanding of data quality, data governance and information management principles.
- Demonstrated ability to analyse and interpret business and information requirements and translate them into practical reporting and information solutions.
- Proven experience engaging and collaborating with diverse stakeholders to achieve consensus on requirements, standards and outcomes.
- Highly developed analytical, problem-solving, written and verbal communication skills, with the ability to communicate complex concepts to both technical and non-technical audiences.
- Demonstrated ability to manage competing priorities and deliver high-quality outcomes within complex project environments.

Desirable Criteria

- Experience working with population-based cancer registries, health registries or other large-scale health information systems.
- Knowledge of cancer registry operations, health data standards, clinical classification systems (such as ICD-10, ICD-O or TNM), and/or researcher data access and release processes.

Special Requirements

- Non-smoker.
- Right to work in Australia.
- Satisfactory completion of National Police Check.