



Hope Cancer Resources Job Description

Job Title: ONCOLOGY SOCIAL WORKER- BSW

Reports to: DIRECTOR OF SOCIAL WORK

Job Classification: Full-Time/Exempt

JOB SUMMARY:

The purpose of this position is to provide compassionate, patient-centered support to individuals and families affected by cancer. The BSW Oncology Social Worker provides resource navigation and practical support in terms of community and financial resources, addressing psychosocial barriers to care, and coordinating supportive services from diagnosis through survivorship as appropriate.

KEY RESPONSIBILITIES:

- Knowledge of the mission, values, and programs of Hope Cancer Resources.
- Conduct basis psychosocial assessments and distress screening to identify patient and family needs, barriers to care, coping concerns, and available support systems.
- Connect patients and their families with Hope Cancer Resources programs and provide resources, navigation, education and care coordination.
- Identify and refer patient and caregivers to appropriate outside resources and community agencies as appropriate.
- Independently manage internal referrals, caseload and follow ups.
- Maintain accurate and timely documentation within the agency and clinic electronic charting system. Documenting patient contacts, resources provided, referrals and follow up needs.
- Provide emotional support, education, advocacy and brief supportive counseling within the scope of bachelor-level social work practice.
- Provide psychoeducation to patients, caregivers, families, healthcare professionals and community members.
- Assist in orientation and training of new LSW employees and if licensure is appropriate, provide supervision and mentorship to Bachelor of Social Work student interns in accordance with CSWE educational standards and university affiliation agreements.
- Maintain updated clinic resources materials, forms, and resource lists.
- Participate in team meetings, quality improvement activities, outreach events, and patient education initiatives as assigned.
- Other duties as assigned by the Director of Social Work.

EDUCATION AND EXPERIENCE:

- Bachelor's degree in social work from a Council on Social Work Education – accredited program required.
- Current eligibility for bachelor-level social work licensure or registration as required by state law and organizational policy.
- Experience in healthcare, oncology, behavioral health, case management, hospice, community resources coordination, or patient navigation preferred.

- Knowledge of psychosocial needs related to serious illness, cancer care, health disparities, caregiver stress, grief and survivorship preferred.

SKILLS AND ABILITIES:

- Compassionate, trauma-informed, and patient centered approach to care.
- Ability to work effectively with patients experiencing distress, uncertainty, financial strain or complex family needs.
- Resourcefulness in locating and coordinating internal, community, state, and national cancer-related resources.
- Professional judgement to recognize when patients require escalation to licensed clinical staff, crisis services, medical providers, or protective resources.
- Commitment to equity, dignity, respect, and advocacy for all patients and caregivers.
- Ability to maintain professional boundaries, protect confidentiality and provide culturally responsive care to diverse patients and families.
- Strong communication, documentation, organizational, problem solving and interdisciplinary collaboration skills.

WORK ENVIRONMENT:

This is a full-time position working on-site in the oncology clinics five days a week, Monday through Friday. This role may require sitting, standing, walking within clinical areas, using a computer for documentation, and communicating with patients, families, staff, and external agencies.

