

## **Position Announcement: EDUCATION PROGRAM MANAGER**

The Association for Frontotemporal Degeneration (AFTD), seeks an Education Program Manager. Based in Radnor, PA, AFTD is globally recognized as the leading nonprofit devoted to addressing frontotemporal degeneration (FTD). We seek a world with compassionate care, effective support, and a future free of this disease. Bringing changes in behavior, language, personality and movement, FTD is the most common dementia for people under age 60.

Established in 2002, AFTD raises awareness of this misunderstood and frequently misdiagnosed disease, while supporting people with FTD, their families and their care partners. We educate healthcare professionals – an area of expanding focus – and advance collaborative research to bring earlier diagnosis, treatments, and a cure. With a growing staff of 20 and a national network of volunteers, AFTD has developed an international reach, with research partners and advocacy allies in Canada, Australia and Europe and research funding in support of the best science worldwide.

AFTD now seeks a dynamic Education Program Manager to develop and implement FTD education initiatives for healthcare professionals. In partnership with the Senior Director of Programs, AFTD's first Education Program Manager will identify strategic opportunities to engage a wide range of professionals who impact the physical, emotional, social, economic and spiritual aspects of care for people with FTD and their families. New educational programming will increase understanding of FTD disorders, advance early diagnosis, and improve care. This key member of AFTD's staff will collaborate with AFTD's Support Services, Volunteer, Advocacy, and Communications teams, and diverse internal and external stakeholders to accelerate our mission.

### **Key Qualifications:**

- RN, MSN, or Master's degree in social work, public health, counseling, or a related field required.
- A minimum 3 years of experience working with people living with cognitive and behavioral impairment and their families; experience in rare neurodegenerative disorders a is significant plus.
- Familiarity with aging, long-term care and caregiver support services and knowledge of the biological, psychological, and social factors impacting care for people with dementia.
- Demonstrated experience in the design, development and implementation of training programs for people with dementia, dementia care staff, or aging services staff.
- Proven experience in project management, along with exceptional skills in organization and time management, the ability to work in a fast-paced environment and the ability to manage concurrent priorities with resolve.
- A collaborative management style and the ability to work effectively with cross-functional teams of internal and external partners.

- Excellent verbal and written communications skills, along with experience in public speaking and the ability to engage all facets of the AFTD community, including: Board members, staff, volunteers, caregivers, people living with FTD, scientists, clinicians, and funders.
- Proficiency in Microsoft Word, Excel, and PowerPoint with experience in data analysis and report generation.
- Enthusiastic and energetic team player with positive approach to challenges.
- Ability to travel overnight approximately once/month.

Salary commensurate with experience, plus health, life, std/ltd benefits and a retirement savings plan with an employer match. Send résumé, cover letter, and salary expectations in email titled, "EDUCATION PROGRAM MANAGER" to: EducationManager@theaftd.org. For *initial consideration, please submit applications by **March 22, 2019***. AFTD is an equal opportunity employer. No calls, please.