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COLLEGE OF HEALTH SCIENCES
SCHOOL OF PUBLIC HEALTH
Office of the Dean

15th February 2021

VACANCIES

Background

Makerere University School of Public Health is a partner in a consortium of Institutions/Organisations that is implementing a 5-year program entitled *Reducing High Fertility Rates and Improving Sexual Reproductive Health Outcomes in Uganda* (RISE). The consortium, which is led by Mariestopes International as the Prime Grant holder, is funded by Foreign, Commonwealth & Development Office (FCDO) of United Kingdom. As part of its monitoring and evaluation role in the consortium, Makerere University School of Public Health is conducting a midline evaluation in the program regions of Central 1, Central 2, East Central, Eastern, Karamoja, West Nile and Western. We are therefore seeking suitable persons to fill the positions of **Research assistants, Supervisors, IT manager and Data manager** for a period **not more than one month.**

1. **Job Title: Research Assistants (126 Positions)**
Key responsibilities

- Attend all training and pretesting activities
- Conducting mapping and listing of selected enumeration areas
- Perform household data collection activities including administering informed consent, conducting and completing interviews in accordance with the study protocol
- Ensure safe custody and institute quality checks of the data being collected
- Answer study related questions that the respondents may ask before or during the course of data collection
- Ensuring data collected from the field is correctly saved in the existing databases on the allotted server
- Provide the research supervisor with daily field updates on data collection and participate in the development of daily field report
- Perform any other duties relevant to this position as may be assigned from time to time

Requirements

- Suitable applicants MUST possess a relevant Bachelor's Degree or equivalent from a recognized higher institution of learning.
- Applicants should have demonstrated experience with collecting health related data using tablets/phones uploaded with ODK system
- Experience of conducting household interviews, mapping and listing selected enumeration areas. Having participated in RISE baseline study will be an added advantage.
- Should be fluent in reading, writing and speaking any of the following languages: Ateso, Ngakarimojong, Luganda, Lugbara, Luo, Runyankole-Rukiga, Runyoro-Rutoro, Lugisu and Lusoga
- Having worked in at least one research project as a research assistant on the last two years.
- A valid certificate in Good Clinical Practice and or Human Subject Research is an added advantage. One of the sites that tests and gives a valid certificate is:

URL: https://gcp.nidatraining.org/

- Excellent interpersonal/communication skills
- Highly organized and detail oriented
- Must be willing to work beyond official working hours
- Having participated in the data collection of the baseline evaluation of the RISE program is an added advantage

2. **Job Title: Field Supervisors (10)**

Main role: Working together with Project Coordinator and Investigators to supervise and support field data collection activities.

Key Specific Responsibilities

- Work alongside the Project Coordinator and other members of the research team to meet the research project objectives
- Support training of research assistants
- Supervise mapping and listing of selected enumeration areas
- Ensure safe custody of both manual and digital data collected and institute quality checks of the data being collected
- Oversee data collected from the field and ensure it is correctly saved in the existing databases on the allocated server
- Hold daily debrief meetings with the field teams to assess how the day's activities proceeded and plan for the next day
- Ensure quality assurance of the data collected
- Prepare and submit daily field reports to the Project Coordinator
- Perform any other tasks as required by the technical team

Minimum qualifications and requirements

- A graduate with Bachelor's degree. Possession of a Master's degree will be an added advantage
- Having worked in at least 2 research projects as a supervisor with experience of mapping and listing.
- A valid certificate in Good Clinical Practice and or Human Subject Research is an added advantage: One of the sites that tests and gives a valid certificate is:

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- Should have at least 5 years' experience with quantitative health research
- Excellent interpersonal/communication skills
- Highly organized and detail oriented
- Must be willing to work beyond official working hours
- Having supervised data collection at baseline evaluation of the RISE program is an added advantage

3. **Job Title: IT and data manager (1 position)**

Key responsibilities

- Develop ODK forms for the study
- Provide ODK training to the research assistants
- Provide ODK support and troubleshooting to teams
- Configure and setup tablets for fieldwork
- Regularly download data from the server
- Provide ODK and technical support to teams while in the field
- Provide Data Management Support to the Project
- Regularly run consistency checks on the data and flag errors
- Provide progress reports and completion rates to the study teams
- Provide support supervision
- Write Do-files to recode, label and encode the datasets
- Maintain a clean and up-to date dataset
- Provide a final cleaned dataset for analysis

Minimum qualifications and requirements

- A graduate with Bachelor's degree in Information technology or related field.
- Should have experience managing large datasets
- Demonstrated ability to program and use electronic data collection apps like ODK
- Demonstrated ability to use data analysis software like STATA
- Demonstrated ability to work with minimal supervision
- Must be willing to work beyond official working hours
- Having been an IT specialist for the baseline evaluation of the program is an added advantage

Application procedure:

Interested persons should submit their application to the link below indicating what what they have in regard to minimum qualifications/requirements, and proficiency in any of the local languages prevalent in the study area. These are Ateso, Ngakarimojong, Luganda, Lugbara, Luo, Runyankole-Rukiga, Runyoro-Rutoro, Lugisu and Lusoga. In addition, they should attach, official copies of academic transcripts/certificates and updated curriculum vitae stating at least two referees.

Please provide a reliable 24-hour phone contact and WhatsApp line if different. Only short-listed candidates will be contacted for interviews.

Interested applicants should submit their applications via the links below not later than **5pm Wednesday 17th February, 2021,** Ugandan time

The links

Research assistants' Link:

https://forms.gle/3ZYzvn1rWjxkFKfs9

Field Supervisors Link:

https://forms.gle/qmcr1ginGfZ56KGf6

IT and Data manager:

https://forms.gle/a92ruGPPkk1Mmr9z6

Terms and conditions: Only shortlisted people will be called for interviews.