



### **JOB ADVERTISEMENT: FIELD COORDINATOR (1 POSITION)**

The Infectious Diseases Research Collaboration (IDRC) seeks to hire a suitable candidate for the position of **FIELD COORDINATOR (PILOT STUDY)** for the **PMI Housing Modification Study**. The successful candidate will be based in Jinja.

#### **Duties and Responsibilities**

1. Participate in sensitization activities for the PMI Housing Modification Study, specifically the pilot study
2. Serve as a liaison between the study team and communities participating in the pilot study; households receiving housing modifications, personnel implementing local construction work for the study (carpenters, masons, etc.) and suppliers of materials for the housing modifications.
3. Lead field implementation of housing modifications at pilot households
4. Coordinate field supplies as will be required from Kampala office by the teams in the study areas.
5. Support data collection in collaboration with the data management team, coordinators and investigators.
6. Maintain data in a confidential manner as per established Good Clinical Practice guidelines.
7. Participate in the preparation and distribution of study reports, in collaboration with the data management team and investigators.
8. Participate in hiring, training and line-management of field staff in collaboration with the study coordinator, trial manager and investigators.
9. Manage approximately 4 staff members based at the regional office.
10. Take part in regular team meetings.

#### **Qualifications and other desirables for the job:**

1. Bachelors' Degree in Social Work and Social Administration, or Social Sciences or any Humanities from a well-recognized Institution.
2. A Master's degree in Public Health or a Post-Graduate Diploma in Project planning and Management is an added advantage
3. Experience working in a Research setting or NGO
4. Excellent interpersonal and public communication skills, organizational skills, with a problem-solving attitude
5. A self-starter who has the ability to plan/schedule work activities independently, with minimum supervision
6. Strong leadership and management skills

7. Demonstrated ability to work in a team and fast-paced environment
8. High levels of flexibility, confidentiality and integrity

**How to apply:**

**This advert can be found on the IDRC website: [www.idrc-uganda.org](http://www.idrc-uganda.org)**

Please note that applications can only be submitted using the link that is available on the website

**ADDITIONAL IMPORTANT COMMENTS:**

- **Deadline for submitting applications is 5:00pm, Monday 26<sup>th</sup> October 2020**
- Submission of incomplete or inaccurate documents will render the applicant ineligible for consideration for the job opening.
- Only online applications will be accepted and please note that only shortlisted candidates will be contacted further