EMPLOYMENT/CAREER OPPORTUNITY

The Unit is an internationally recognised centre of excellence with dominant research themes in the areas of HIV and emerging infections, vaccines and immunity, and chronic diseases and cancer. Through a multidisciplinary approach, intersecting basic science, epidemiological research, social-behavioural research and the conduct of new intervention evaluation studies, the Unit contributes knowledge on changing epidemics and diseases, the evaluation of innovative health care options, treatment and prevention and the development of health policy and practice in Africa and worldwide. Following the signing of strategic transfer agreements between the London School of Hygiene & Tropical Medicine (LSHTM) and the Medical Research Council (MRC UK), the Unit formally joined LSHTM on 1st February 2018. The exciting new partnership will boost research capacity into current and emerging health issues in Africa and throughout the world. The Unit is based at the UVRI Entebbe campus with established outposts in Kalungu, Masaka, Wakiso and Kampala Districts. The Unit is now seeking enthusiastic and experienced individuals to fill the following position:

Project Coordinator (01 Position)
Position Code: PC -1221
Reports to: Principal Investigator
Station: Entebbe

Job Purpose:

The job holder is responsible for coordinating project activities for the Young Africa Works: Disability Inclusion Research Partnership study.

Factors influencing the inclusion of young people with disabilities in education and employment are multi-faceted and influenced by context and culture. Understanding of this is important to inform contextually appropriate and effective strategies aimed at promoting disability inclusion. This research aims to explore the experiences of young people with disabilities and the individual, social and policy level factors influencing access to education and employment in Uganda and six other countries in Africa (Rwanda, Ethiopia, Senegal, Ghana, Kenya, Nigeria). Phase 1 will include a desk review and semi-structured interviews with up to 15 key informants (e.g. representatives from government, Organizations of Persons with Disabilities, employers) to explore the context, policy environment and opportunities around inclusive employment and education. Phase 2 will involve semi-structured interviews, using interview guides, with up to 30 young (12-35 years) men and women with disabilities to explore their experiences with a focus on education and employment. Interviews will be audio-recorded, transcribed and thematic analysis of the data will be undertaken. There will be an emphasis on engaging with young disabled people throughout, not only as study participants, but also as researchers and as part of Youth Advisory Groups, to ensure their voices are central to the research.

Roles & Responsibilities

1. **Principal responsibilities:**

- Oversee and coordinate the day-to-day activities of running the project and ensure collection of quality data;
- Coordinate and provide support to activities of the research teams in the East Africa hub;
- Supervise the study staff (2 research assistants) in Uganda;
- Facilitate staff training, coordination and support across the 4 countries;
- Liaise with the hub partners to ensure research is conducted according to protocol and regulatory requirements;
- Establish and organize Youth Advisory Group meetings in Uganda;
- Ensure timely procurement of study materials;
- Contribute to the preparation of interview guides and other tools;
- Lead the correspondence with Ugandan IRB and other regulatory bodies;
- Oversee the project's consent/assent process in Uganda;
- Contribute to the data collection, coding and analysis of the interview data using NVIVO;
- Prepare project progress reports as may be required;
- Perform any other duties as may be assigned by PIs or Co-Is;
- Contribute to the organization of the dissemination activities;
- Contribute to publications and presentations of findings; and,
- Assist the Co-Is in preparing for funders and PIs visits and the end of project conference.

2. **Financial Management:**

- Manage the project budget in Uganda with support from the Co-Is;
- Ensure that the project is implemented within budget and timelines; and,
- Support the preparation of interim and final financial reports

3. **Line management responsibilities:**

- Three senior team leads in Ethiopia, Kenya, and Rwanda (coordination role);
- Two junior research assistants in Uganda (supervision role); and,
- Project administrator (co-supervision role with head of administration).

Person Specification

- Master's in Disability Studies, Anthropology, Sociology, Educational Sciences, other Social Science or Public Health;
- At least 5 years' experience in conducting and analysing qualitative interviews;
- Should possess 3 years' experience in co-ordinating qualitative research studies;
- Experience working in a similar research environment;
- Experience working with youth with disabilities;
- Excellent computer skills, knowledge of Microsoft Office (e.g. Word, Excel);
- Knowledge of qualitative research;
- Knowledge of disability youth research;
- Organized with excellent attention to detail;
- Excellent management, networking, and communication skills (written and verbal);
- Proven ability to work independently and as part of a team;

- Proven ability to work under pressure and to tight deadlines; and,
- Proven interest in disability and youth research

How to Apply

Follow the link below to fill a form and submit your application documentation:

https://redcap.link/Project_Leader_Young_Africa_Works

Filling the form more than once will lead to automatic disqualification. High level of integrity while filling the form is required and will be considered during shortlisting.

Combine all your application documentation i.e. cover letter, CV & academic documents into one PDF document. Deadline for application is **19th December 2021, 5:00pm**. Only shortlisted candidates will be contacted for interview. This position is open to Ugandan nationals only. Strictly follow the application procedure as failure to do so will lead to automatic disqualification. Only online applications through the link provided will be accepted.

You will receive a notification in your email if your application and documentation have been successfully received. In the event you are selected as the best candidate for the job, it will be a requirement to present certified copies of academic documents prior to contracting.

The applications should be addressed to:

The Head of Human Resources,
MRC/ UVRI and LSHTM Uganda Research Unit,
P.O. Box, 49,
Entebbe, Uganda.

Consider your application unsuccessful if not contacted within eight (8) weeks after the closing date of the advert. Any form of lobbying at any stage will lead to automatic disqualification. By submitting your personal information, you consent to the MRC/ UVRI and LSHTM Uganda Research Unit holding and using it in accordance with its recruitment policy and procedure. The Unit reserves the right to verify documents attached with the relevant awarding institutions to authenticate their validity.

MRC/UVRI and LSHTM Uganda research Unit is an equal opportunity employer committed to having a diverse work force and does not ask for money at any stage of recruitment.