



## Vacancy Announcement

### Surveillance Coordinator – (1 Position)

Location: (Juba)

ICAP at Columbia University seeks highly qualified and experienced candidate to fill the positions of **Surveillance Coordinator** to be based in Juba, South Sudan. The position is for a period of 4 months subject to renewal on availability of funding and very good performance.

ICAP at Columbia University, is a global health leader situated within the Columbia University Mailman School of Public Health in New York City. ICAP's global team supports programs and research that address major health issues, HIV, Covid -19 response, malaria, tuberculosis, maternal and child health and non-communicable diseases. Headquartered at Columbia University's Mailman School of Public Health in New York City, has offices in over 20 countries. Our multidisciplinary team includes staff with technical, clinical, implementation, research, operations, program and financial management expertise.

ICAP ensures the wellness of families and communities by strengthening health systems around the world.

The **Surveillance Coordinator** is responsible for the overall coordination and technical oversight of the surveys /surveillance under the CDC-funded project Strengthening Health Information System in South Sudan including ANC Sentinel Surveillance and bio-behavioral surveys (BBS) among key populations (KP) among others. The Surveillance coordinator will work closely with the ICAP South Sudan SI Project team, the ANC Sentinel Surveillance team of HIV Prevention and Control Department of MoH, and Policy Planning, Budgeting, and Research Directorate at national MOH to coordinate all aspects of the surveys and routine surveillance. Key responsibilities include stakeholder engagement, leading the development of the survey/research protocols, follow up of IRB approvals, development of data collection tools and standard operating procedures (SOPs), and provide technical assistance (TA) in implementation of surveys, data cleaning, analysis, and dissemination of results.

The **Surveillance Coordinator** under the direct supervision of the **Deputy SI Director** will;

- Lead survey protocol development and implementation, institutional review board submissions and maintenance of regulatory files
- Engage stakeholders in all aspects of the surveys/routine surveillance, from preparations, data collection and dissemination of findings
- Lead the development of data collection tools and standard operating procedures (SOPs),
- Support with recruiting, training, and supervision of other survey team, as needed
- Understand and adhere to the protocol, SOPs, and other appropriate regulations, procedures, and policies; assist in drafting and revising SOPs and training manuals, as needed
- Lead the development of study protocol for BBS among key populations.
- Build local capacity for a sustainable survey/surveillance system in South Sudan.

- Supervise data collection team and conduct field monitoring during the implementation of the surveys.
- Prepare regular reports on program activities for MOH, CDC and ICAP office.
- Communicate regularly with MOH and national partners.
- Represent ICAP in meetings with government officials, CDC, and partner organizations.
- Prepare progress and other reports and study documents, as assigned
- Participate in the preparation of scientific analyses, abstracts, and publications
- Organize capacity building workshops as needed
- Ensure that survey team maintain confidentiality of study participants and adhere to principles of Good Clinical Practice (GCP) and ethics of human subjects' research.
- Perform other duties as assigned.

ICAP is looking for a candidate with the below required skills & experiences:

- Advanced degree in public health, epidemiology, international development, or a related field.
- Previous experience of managing large scale surveys such as Population-based HIV Impact Assessment (PHIA), Bio-behavioral surveys among key populations, ANC sentinel surveys etc.
- A proven record of excellent management, leadership, decision-making, and interpersonal skills.
- At least 6 years of senior-level experience designing, implementing, and managing HIV related projects in developing countries. Experience in HIV surveillance preferred
- Experience working with KP in sub-Saharan Africa.
- Experience supervising data collection teams.
- Significant experience leading capacity-building initiatives.
- At least 5 years of experience living or working in a developing country.
- Experience working in collaboration with local government partners.

#### How to apply:

**Note:** This is a national hire position and the successful candidate will be an employee of ICAP in South Sudan subject to the local terms and conditions of employment which includes a competitive salary and benefits package

Please forward your Cover letter and CV to [jte2120@cumc.columbia.edu](mailto:jte2120@cumc.columbia.edu) . Indicate the Position you are applying for as "SC"– (indicate the Location)" in the subject line of your application and CV.

**Application Deadline is June 12<sup>th</sup>, 2023.**

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