



**Job Title: Research Officer**

**Reporting to: Research Coordinator**

**Location: Nimule**

**Duration: 12 months with possibility to extend dependent on funding and performance**

**Start Date: ASAP**

*Our vision a society that is equipped with skills for self-reliance and actively involved on development activities in their community and demand for accountability for the services provided.*

### **Job Advertisement Agency for Research and Development Initiative (ARDI)**

Agency for Research and Development Initiative (ARDI) is a Non-Governmental, non-profit making and humanitarian Organization with Strong commitment to improving the societal wellbeing of people in all spheres of life as a matter of absolute priority, stressing the importance of full participation of the people of south Sudan in service delivery and development for national building, conflict resolution and sustenance of peace and harmony among the various communities. ARDI operates in Central Equatoria, Eastern Equatoria and Jonglei states as well as expanding to all parts of south Sudan to create community co-existence and lasting peace for sustainable development.

ARDI with funding from the UK Research Initiative (UKRI) through the Global Challenge Research Funds (GCRF) is implementing The Accelerating Africa Adolescent Hub Project in South Sudan. ARDI is seeking to recruit a qualified and competent individual (Man or Woman) to carry on the mission and vision of ARDI and our motto as it states “Creating positive living” for the people of South Sudan

### **Position summary**

Under the direct supervision of the Research Coordinator, he/she will lead the field implementation of The Accelerating Africa Adolescent Hub in Nimule, South Sudan designed to test the impact of Orphans and Vulnerable Children Intervention on health outcomes for adolescents living with or affected by HIV and AIDS. The study utilizes a combination of the UN global Sustainable development goal accelerators including adolescent’s sexual and reproductive health and social protections for improving health outcomes. We are looking for a Research Officer to oversee daily on-site implementation of all study activities including data collection and volunteer’s supervision. He/she will provide technical as well as administrative and logistical support including pre-testing and refining tools, coordinating training, data collection, study documentation and ensuring protocol adherence before, during and after the survey. He/she will maintain constant communication and provide regular updates to Research Coordinator and implement feedback. This position requires a one-year commitment with the potential for extension at the end of the period, subject to funding.



## **Key Responsibilities**

- Preparing training material, conducting training for field research and supervision of study teams protocol development, preparation of SOPs, guidelines and training materials for study team, field testing of tools and methodology.
- Lead planning, budgeting, monitoring and ensuring the highest quality of the project output
- In collaboration with the research Coordinator take active role in the set-up of the Adolescent Hub in Nimule
- Lead frequent supervision and monitoring visits to program sites and regions
- Training research team on the study methodology
- Effective and proper implementation of funding and transparent and timely accounting in accordance to donors' requirements
- Represents ARDI and the project in health assessments and other needs assessment
- Prepare high quality reports and timely submission to Research coordinator
- Conducts regular data quality assessments and take appropriate remedial actions to address critical gaps identified.
- Implements continuous quality improvement processes to ensure integrity of data collected and/or entered into study databases, and performs quality assurance activities in collaboration with the volunteers
- Actively track and retain study participants and re-engage participants missing study visits
- Participates in regular meetings with volunteers to ensure high-quality performance
- Provide technical oversight on humanitarian accountability staff as well as technical guidance to field-based staff and volunteers on humanitarian accountability
- Oversee functionality of humanitarian accountability mechanisms ensuring communities receive timely feedback
- Ensure compliance with core humanitarian standards

## **Qualification: Education/knowledge/Technical skills and Experience:**

- Bachelor's degree in public health, Medicine, Social Sciences or other related disciplines
- Experience in adolescent health education on HIV/AIDS prevention, family planning; 3 years in OVC and 2 years in HIV coordination work. Hands on experience in planning, implementing and coordinating IBBS, ANC, baseline and case study
- Knowledge of research methods is an added advantage
- Previous work experience in National and/or International Non-governmental organizations is advantageous
- Quantitative and qualitative research skills and experience; proficiency in STATA or other statistical and data management software such as SAS, SPSS and AtlasTI or NVivo.
- High level of proficiency with referencing software (i.e. Endnotes) and Excel



- Outstanding writing skills
- Excellent interpersonal skills, mature, and shows initiative with an ability to work independently and within a team
- Good experience in networking and team work

### **How to apply**

Interested candidates (South Sudanese Nationals only) who meets the above criteria should submit their application letters, cover letter with updated CV including three referees and their contact details. Address your application to **Head of Operations, Agency for Research and Development Initiative.**

Applications should be submitted to this email [hr@ardissd.org](mailto:hr@ardissd.org) coping [akennedy@ardissd.org](mailto:akennedy@ardissd.org) and [ardi.southsudan@gmail.com](mailto:ardi.southsudan@gmail.com) but **hardcopies** are mostly encouraged please hand deliver your application to **ARDI coordinating office in Juba, Jondoru residential area Near SSBL or Eye Radio (call 0922194000 for office direction)**

**Female candidates are highly encouraged to apply.**

Closing date for the application submission is **31<sup>st</sup> July 2019 at 5:00pm**

**NB: Only shortlisted candidate will be contacted and documents once submitted will never be returned to the candidates.**

**Please don't submit original documents**