



AFENET Secretariat
Lugogo House, Ground Floor (Wings B&C)
Plot 42, Lugogo By-Pass
P.O BOX 12874, Kampala, Uganda
Tel: +256 417 700 650
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www.afenet.net

Job Opportunity

Date: Friday August 18, 2023

Position: Epidemiologist-Project Coordinator

Programme: Programs Department

Number of vacancies: (01)

Duty Stations: AFENET Secretariat –Kampala, Uganda

Application Deadline: Friday September 1, 2023

Background:

The African Field Epidemiology Network (AFENET) is a non-profit organization, networking and service alliance of African Field Epidemiology and Laboratory Training Programs (FELTPs), and other applied epidemiology training programs in Sub Saharan Africa. Through its member field epidemiology training programs, AFENET is dedicated to supporting African ministries of health build strong, effective and sustainable programs with capacity to improve public health systems. Established in 2005, AFENET's vision is to ensure a "*Healthier Africa*" by effective prevention and control of epidemics and other priority public health problems in Africa. The overarching goal is to strengthen field epidemiology and public health laboratory capacity to contribute effectively to addressing epidemics and other major public health problems in Africa. The vision and goals are achieved through implementing interventions across the network within the framework of seven strategic priorities areas namely: 1) developing field epidemiology capacity in Africa; 2) developing public health laboratory capacity in Africa; 3) public health disease surveillance and effective response systems; 4) networking and collaboration for public health advancement; 5) documentation and dissemination of experiences in public health; 6) public health program management and research development; 7) promoting the One Health Approach.

In line with the strengthening of public health surveillance and effective systems and the Africa's continental framework for mortality surveillance, AFENET is collaborating with CDC Foundation to support countries in Sub Saharan Africa to strengthen mortality surveillance. This will ensure timely data collection on deaths using active case search approach and linking this information to responsible authorities to enable timely interventions on a continuous basis.

Through this collaborative project, mini grants will competitively be awarded to institutions within African countries to implement interventions aimed at strengthening or establishing mortality surveillance systems.

AFENET seeks to hire candidate for a full-time position of an experienced **Epidemiologist** to spearhead the Mortality Surveillance initiative. This position will be based at AFENET Secretariat in Kampala, Uganda.

Major responsibilities:

The Epidemiologist will work with the CDC Foundation and other partners to:

- Develop request for proposals for mini-grants to strengthen mortality surveillance across sub-Saharan Africa and circulate it widely through ministries of health, public health institutes, universities among others
- Develop a criterion for evaluation of the submitted proposals and mini-grant applications to select the most impactful projects that will contribute to strengthening mortality surveillance in implementing countries.
- Establish a technical committee with clear terms of reference that will support the review of mini-grant applications and monitor implementation across countries.
- Spearhead timely review of all the mini-grant applications and provide feedback to the applicants
- Work with successful applicants to finalize their technical proposals integrating comments from reviewers and develop budget for project implementation
- Works with AFENET grants office to develop sub-grant documentation for each of the successful applicants to define terms and conditions of the funding as well as the expected deliverables and their respective timelines.
- Develop technical reporting templates for the sub-grantees and work with the information technology unit at AFENET to develop electronic platforms through which the implementing countries can report on their progress
- Conduct mini grant kick off meetings/webinars or physical workshops with the successful sub-grantees to orient them on the terms and conditions, expectations and address any questions.
- Organize regular check in conference calls with the sub-grantees to discuss project implementation, progress and challenges.
- Develop budgets, workplans and track expenses in line with the approved budget and as needed obtain budget redirections.
- Explore linkages between mini-grantees and field epidemiology training programs in implementing countries with the aim of involving FETP trainees in mortality surveillance activities.
- Support trainings for public health workers on mortality surveillance and any other FETP topics
- Spearhead documentation and publication of project activities through scientific writing workshops and publishing in the AFENET Journal of Interventional Epidemiology and Public Health and any other peer reviewed journals
- Performs other duties as assigned.

Project Coordination and collaboration:

- a. Participate in meetings and workshops in Uganda relevant to implementing the various mini-grant programmes.
- b. Prepare workplans and budgets for activities related to mortality surveillance and mini grants.
- c. Organize and help to facilitate meetings and workshops and routinely communicate with CDC Foundation, and other partners as relevant on progress of activities
- d. Organize and regularly attend meetings with the CDC Foundation and other collaborating partners



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- e. Develop and submit written and/or verbal progress reports to AFENET and CDC Foundation-at the required frequencies
- f. Perform other duties as assigned that are directly related to this position

Required Qualifications and experience:

Academic requirements:

- Masters or Doctoral-level professional degree in academic fields related to health or allied sciences, preferably in human medicine, Public Health, veterinary medicine nursing & laboratory science.
- Graduate from a Field Epidemiology Training Program (FETP) in Africa within the past 2-3 years will have added advantage.
- A track record in project management including coordinating teams, and delivering as required on tasks and projects
- Excellent leadership, interpersonal and communication skills and ability to collaborate with others as part of a multi-disciplinary team
- Flexibility to work on a varied and dynamic portfolio of activities.
- Ability to think critically and analyze findings, as well as recognize emergent situations as they arise
- Ability to manage resources effectively to achieve objectives.
- Competent in the use of Microsoft Office suite of programs including Word (word processing) and Excel (spreadsheets), as well as data analysis software (such as R, STATA or SPSS).

Desired qualifications and experience:

- Previous experience working with international partners
- Previous experience coordinating multi-country projects/ working in a multicultural environment
- Post-graduate training or work experience

Remuneration

Competitive based on qualification and experience.



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How to apply: Submit your resume, application letter, and relevant documentation to:

All interested candidates are encouraged to send their Application Letters detailing their experiences and skills, Curriculum Vitae, copies of relevant academic documents plus Certificates together with complete contact details of three professional references to:

- The Administration & Human Resource Office
- African Field Epidemiology Network (AFENET)
- <https://recruitment.afenet.net> and a copy on Email: sec@afenet.net

*ONLY successful candidates shall be contacted for an interview.

Please note that all applications should be sent online by close of business 5:30 pm (EAT) Friday September 1, 2023.