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**OFFICE OF THE COORDINATOR**

**JOB ANNOUNCEMENT**

**BACKGROUND**

The University of Rwanda in collaboration with the Rwanda Biomedical Centre and with the support of the World Health Organization is conducting implementation research of the Rwandan ANC Guidelines entitled: Improving the Quality-of-Service Delivery through a Digital Module in Rwanda.

The research project aims to understand what it takes to provide quality, integrated, and personalized antenatal care through implementing the new country-specific antenatal care package. The project includes the introduction of the adapted digital antenatal care module. The results of this research will inform scaling up pathways that will ultimately lead to stronger health systems with better maternal and perinatal outcomes at the national level.

To fulfil optimal functioning, UR-Single Project Implementation Unit (UR-SPIU) calls for qualified and motivated candidates to apply to the following position.

**Research Assistant (7 positions)**

**Summary of the posts**

The field staff recruited will be responsible for working with the health centers to ensure that the research project achieves its intended results. Specifically, their duties and responsibilities include:

- Understand and be able to explain the study objectives
- Consent and enroll women in the study as necessary
- Undertake monthly data collection at assigned study sites:
  - Collect health facilities data using the Facility Registry Form
  - Complete the Individual Patient Form per selected subject
  - Collect individual data at referral facilities using the Referral Facility Form when applicable
  - Conduct exit interviews with health facilities clients.

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- Identify challenges to study implementation and share those with the research project management team
- Serve as the primary point of contact for the research project at the study health facilities
- Routinely and immediately report on adverse events and protocol violations if they occur:
- Submit a monthly report on study implementation activities including the availability or unavailability of essential supplies and materials provided through the project funds

**Other responsibilities may include:**

- Compile all records monthly and triangulate with collected data.
- Maintain communication with healthcare facilities and conduct regular field visits.
- Work with the data manager to ensure that the data flow and reports from the devices to the server reflect what is reported in the logs.
- Perform weekly data completeness and accuracy checks, generate queries from the server and share in real time.
- Perform data cleanup in the field
- Correct errors on the server based on cleaned logs in the field.
- Identify challenges and barriers to data collection and share with the project management team.

**Required qualification and skills**

- Must have a Bachelor's or A<sub>1</sub> in Nursing, Midwifery, or related field with at least 5 years of experience
- Working knowledge of antenatal/postnatal care practices in Rwanda is a must
- Research experience – preferably in health centers for at least five years.
- Fluency in Kinyarwanda, French and working knowledge of English is an added advantage
- Familiarity working in clinical settings
- Understanding of both clinical care processes and data collection
- Proven analytical and problem-solving abilities,
- Excellent interpersonal oral communication skills
- Computer literate with extensive knowledge of MS Office, familiarity with tablet-based data capture and upload
- Must have Rwandan citizenship

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- Must be willing to reside in, among other places, Nyanza and Nyagatare for the duration of the contract.

#### **APPLICATION PROCEDURE:**

Interested and qualified candidates should submit their applications online to the [spiurecruitment@gmail.com](mailto:spiurecruitment@gmail.com) with a copy to [infospiu@ur.ac.rw](mailto:infospiu@ur.ac.rw)

1. Application letter in English addressed to UR-SPIU Coordinator
2. A detailed Curriculum Vitae
3. A Copies of academic degree and academic transcripts (as one document)
4. Certificates indicating similarly jobs done
5. A Copies of proof of previous relevant experience and list of publications, if any (as one document)

**The deadline for submission of the application is set on 11<sup>st</sup> July 2022 at 5:00pm.** Only shortlisted candidates will be required to sit for written test.

Done at Kigali on 5<sup>th</sup> June 2022

  
**Immaculate BUGINGO**  
**Coordinator**  
**Single Project Implementation Unit (SPIU)**  
**University of Rwanda**

