



VACANCY

Organization: KISUMU MEDICAL & EDUCATION TRUST (KMET)

Position: Project Coordinator – Research and Development

Location: Kisumu with frequent field travels

Contract Period: 1.5 Years

Start Date: January 2, 2018

Project Name: Research on quality of management of Postpartum Hemorrhage in Kenya

BACKGROUND:

KMET is a non-governmental organization founded in 1995 in Kisumu, Kenya. It was established to promote quality health and education services in Kenya. KMET is committed to serve underserved communities in three intervention areas of reproductive, Maternal, Neonatal, Child and Adolescent Health (RMNCAH); quality healthcare services and young people's empowerment.

In partnership with Massachusetts General Hospital (MGH) and the Harvard T.H. Chan School of Public Health, KMET is conducting a study on quality care for the prevention and management of post of postpartum hemorrhage in Kenya.

KMET is seeking to recruit a Project Coordinator to run all the study operations in Kenya ranging from securing approvals from relevant ethical review boards and hospitals to delivery of clean data sets of the study.

The coordinator will report to the KMET Executive Director and work closely with researchers from KMET, MGH and the Harvard T.H Chan School.

The successful candidate will be based in Kisumu, Kenya with an 18 month long contract beginning in January 2018.

PRIMARY RESPONSIBILITIES:

- Serve as the link between KMET, Ministry of Health, hospital administrators and researchers at MGH/the Harvard Chan School.
- Ensure appropriate research methods are employed and that all learnings, data, successes and failures are captured for reporting and dissemination.
- Lead the submission of all protocols to secure IRB ethics approval as needed, working closely with the relevant departments at KMET.

- Identify, manage and work collaboratively with other research partners at the African Institute for Health Transformation (AIHT).
- Manage the research activities and evaluations, supported by external resources as required.
- Lead and/or actively participate in a multidisciplinary team in designing and conducting the research
- Apply rigorous analytic thinking in the collection, analysis, and interpretation of quantitative and qualitative data for the purpose of publishing reports.
- Capture and present innovation network results and implications internally and externally.
- Facilitate in reviewing and development of abstracts on the research.
- Develop and implement technical assistance tools.
- Introduce creative ideas to the development of proposals for new innovation projects
- Contribute to the growth, expertise, and knowledge of colleagues within the wider KMET team.

DESIRED QUALIFICATION:

- Bachelor degree in Health Informatics, statistics or any medical research related qualification.
- Master degree in a related field (e.g. Economics, Statistics, and Public Health) will be an added advantage.
- Field research or project management experience, ideally in Kenyan context. At least 3 years of experience would be desirable, but candidates with advanced degrees and less than 3 years of experience will also be considered.
- Desirable experience with quantitative and qualitative survey, clinical vignettes, and semi-structured interviews.
- Expertise in the use of research findings to inform new policy developments

KEY SKILLS AND COMPETENCIES:

- Exceptional organizational skills and attention to detail
- Exceptional oral and written communication skills
- Demonstrated ability to lead and coordinate the work of multidisciplinary teams under strict timelines.
- Ability to effectively monitor project scope, budget and timelines
- Self-starter who is able to excel with minimal direct supervision.
- Good analytical, logical and problem-solving skills

- Strong interpersonal skills with ability to work with cross cultural and diverse people and teams
- Ability to manage multiple projects occurring simultaneously
- Training and facilitation skills
- Computer proficiency including word processing and fluency in spreadsheets
- Flexible and ability to adapt or change to new situations and handle high levels of uncertainty
- Proven ability to maintain confidentiality and be discreet at all times
- Personal qualities of integrity, credibility, professionalism and a commitment to KMET's mission

Application information;

If you meet the requirements above please send a copy of your CV with a cover letter indicating 3 referees, two of whom should have been direct supervisors and expected salary to: hr@kmet.co.ke.

Quote the title of the position in the email as the subject matter. Deadline for application is December 10, 2017.

KMET is an equal opportunity employer.

For more information on our work please visit our website: www.kmet.co.ke