

## Vacancy Announcement

### Program overview:

International Training and Education Center for Health (I-TECH) Tanzania, in partnership with the Centers for Disease Control and Prevention (CDC) and the Ministry of Health and Social Welfare (MOHSW) through the Tanzania Field Epidemiology and Laboratory Training Program (FELTP), will implement an Intermediate course on Field Epidemiology. The goal of the intermediate course is to strengthen capacity of the workforce to conduct surveillance, outbreak investigation, epidemiologic research, and data-driven decision-making at all levels of the public health system with emphasis on the regional and district level in Tanzania. The Intermediate course is curriculum-based 6-9-month training that includes four 2-week in-class sessions didactic sessions and mentored field assignments that occur at the trainee's worksite. The course has four cohorts of trainees and implemented until 2020. Cohort Two will begin in July 2017. The course aims to generating highly skilled field epidemiologists at the regional and district levels.

**Position:** Field Epidemiology Technical Advisor (TA)

**Reports to:** Health System Strengthening Director

**Contract:** One Year Renewable

**Location:** Dar es Salaam with 30% travel time

### Position Description:

The Field Epidemiology Technical Advisor (TA) will be responsible for ensuring successful implementation and evaluation of the FELTP Intermediate course. The TA will report directly the Principal Investigator, based at I-TECH Headquarters in Seattle, Washington. The TA will also work closely with the CDC Tanzania FELTP Resident Advisors and staff, I-TECH Tanzania staff, Seattle-based Senior Fellow/Epidemiologist, the Ministry of Health Community Development, Gender, Elderly and Children (MoHDGEC), and other key stakeholders.

Under direction from the Principal Investigator, the TA will be responsible for the following activities, including, but not limited to:

### Technical Assistance, Collaboration, and Support (50%)

- Ensure that all aspects of the standardized FELTP curriculum are implemented according to I-TECH/CDC/FELTP learning objectives, procedures, and timelines
- Coordinate all didactic sessions and field activities, including guest lecturers and site visits
- Lead in-class lectures and group exercises on surveillance systems, reporting, and outbreak investigation
- Work with the Senior Fellow to manage the course website on Canvas (an on-line learning management system)
- Review homework and other written assignments and other reports during the course
- Manage the implementation of final group project that aligns with the course objectives and public health need
- Work with CDC FELTP to ensure all trainees receive training in outbreak investigation
- Lead adaptations to course content and objectives based on pilot testing
- Collaborate with CDC and MoHDGEC leadership to secure local accreditation of the course

- Provide regular updates to I-TECH and CDC collaborators (Tanzania and US) and the MoHDGEC on course progress, and work together to address any technical or operational problems
- Serve as a primary point of contact between and represent I-TECH and the Tanzania FELTP (FELTP) at stakeholder meetings and technical working groups
- Coordinate human subjects ethical approval submissions
- Lead the recruitment process for Cohorts 2-4
- Collaborate closely with other I-TECH program teams to ensure efficient use of resources

#### **Mentorship and Supportive Supervision (30%)**

- Provide supervision to trainees both in-class and in the field to ensure successful completion of assignments
- Provide oversight and support to the trainees' mentors, and help them to cultivate successful mentor-mentee relationships in-class and in the field
- Work with Regional and District leadership and FELTP Tanzania to help foster a supportive work environment for the trainees' to complete their field assignments successfully
- Support trainees to develop scientific presentations at the end of the course
- Work with I-TECH/CDC collaborators, FELTP, MOHCDGEC, and other local collaborators to establish a professional network to support the new cadre of graduates

#### **Program Monitoring, Evaluation, and Reporting (15%)**

- Collaborate with the Senior Fellow and CDC to implement an evaluation of the FELTP Intermediate course
- Contribute to quarterly, semi-annual, and annual reports to I-TECH headquarters and donors
- Give presentations to local and international audiences on the FELTP Intermediate course
- Respond to other reporting requests from donors and stakeholders in a professional and timely manner

#### **Other duties as assigned (5%)**

- Perform other duties as assigned by the I-TECH Program Director and Principal Investigator

#### **Required Qualifications**

- Master's Degree in Public Health or equivalent advanced public health training
- Graduation from a Field Epidemiology Training Program, OR at least 2 year of experience working in disease surveillance, outbreak response, and/or observational epidemiology
- Demonstrated management experience
- Experience in training and mentorship
- Demonstrated ability to communicate clearly and persuasively in written and oral formats
- Demonstrated ability to collaborate effectively and respectfully with diverse partners
- Demonstrated ability to work in a fast-paced environment and adhere to timelines
- Strong organizational skills, detail-oriented, and sensitive to confidential information
- Proficiency in Microsoft Office (Word, Excel, and PowerPoint)
- Familiarity with software for data analysis (e.g. SPSS, Epi Info, STATA)
- Fluency in written and spoken English
- Ability to travel domestically and internationally up to 30% of time

#### **Desired Qualifications**

- Experience with adult education strategies and curriculum design
- Experience conducting public health research and data analysis
- Experience working in the Tanzanian public health system
- Fluency in Kiswahili

#### **HOW TO APPLY**

Please submit your application letter and CV ONLY to Human Resources Manager via [hr@itech-tanzania.org](mailto:hr@itech-tanzania.org) not later than February 5th, 2017. Only short listed applicants will be contacted.