

THE ORGANIZATION

Our client is a donor funded organization and development partner in Namibia that works closely with the Ministry of Health and Social Services' (MoHSS) Directorate of Special Programmes (DSP). They promote activities that increase human capacity for providing HIV/AIDS clinical care and support and assist with the development of health care worker systems that are locally-determined, optimally resourced, highly responsive and self-sustaining in countries and regions hardest hit by the AIDS epidemic. In partnership with the MoHSS, staff are deployed at hospitals and health facilities across the country to form part of a coordinated effort. They now seek to appoint appropriately qualified and experienced candidates to fill the following positions:

Data Collectors / Intervention Counselors

(Research Project on Prevention of Alcohol-Related HIV Risk Behavior Among Men)
(short term position)

THE BACKGROUND

The Ministry of Health and Social Services (MoHSS) in collaboration with the U.S. Centers for Disease Control and Prevention (CDC) will be implementing research activities in clinics and community settings for persons at risk of HIV. This strategy aims to evaluate the effect of a new counseling intervention in the reduction of alcohol consumption and sexual risk behaviors over a 6-months period.

THE POSITION

Data collection duties include screening, recruiting, interviewing, and scheduling follow-up visits with study participants. Intervention counseling duties include conducting a new, 1-hour counseling intervention with participants randomly assigned to receive counseling and will involve providing information and motivational counseling to participants and helping participants set goals to reduce risky alcohol consumption and unsafe sexual behaviors. All activities will occur in a HIV testing centre in Katutura. Data collectors/ intervention counselors will report to a site coordinator and the principal investigator implementing the study.

Key Areas of Focus and Deliverables:

- Data collectors/ intervention counselor's responsibilities include, but are not limited to the following:
- Assess participant eligibility and obtain participant consent to enroll in the study.
- Conduct data collection activities at project sites in local languages including conducting surveys using cell phones programmed with data collection software.
- Securely and confidentially maintain participant files and data.
- Assist the site coordinators in participant tracking and follow-up.
- Transfer electronic data and paper records to study staff as requested.
- Provide confidential, private counseling in local languages following a scripted, guided counseling intervention.
- Submit project data and reports as requested.
- Participate in site visits.

- Serve as a member of the overall study team, and participate on regularly scheduled project telephone calls and meetings.
- Communicate with MOHSS and CDC team about relevant project issues and provide updates as requested.
- Liaise, establish, and maintain productive, effective working relationships with other study and program staff and ensure minimum disruption to normal VCT program activities.

THE PERSON

Competency requirements:

- The data collectors/ intervention counselors should have excellent oral and written communication skills, technical knowledge of cell phone applications, and strong organizational skills, as well as:
- Demonstrated experience working on research projects, conducting surveys, providing counseling, and interviewing research study participants. Data collection experience from a minimum of 2 previous surveys is required. Experiences with previous MoHSS, CDC, or USAID studies strongly preferred.
- Experience in interpersonal counseling regarding health behaviors and health-related issues strongly preferred.
- Experience in Motivational Interviewing techniques preferred.
- Excellent speaking, reading, and writing skills in English, Oshiwambo, and Afrikaans.
- Demonstrated mastery of basic computer and cell phone applications, including text messaging, uploading, and downloading applications.
- Strong interpersonal and communication skills.
- Ability to negotiate busy settings with limited resources and work as part of a team.
- Demonstrated ability to effectively coordinate activities and meet deadlines.
- Demonstrated strong writing and reporting skills.

INTERESTED?

The successful candidate will be on a fixed term contract and an attractive package commensurate with qualifications and experience is offered. The closing date is **14 October 2010** and suitably qualified Namibian candidates are encouraged to apply. Kindly forward your electronic CV to lizelle@potentia.com.na before the closing date. **NB. All applications will be handled exclusively by Potentia Namibia. We will only correspond with the shortlisted candidates.**



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