



## INTERNSHIP OPPORTUNITY

IDENTIFICATION	
JOB TITLE	Amref Ethics and Scientific Intern
REPORTING TO	Learning and Impact Officer
DEPARTMENT	MER Unit
DURATION	6 months
DUTY STATION	Nairobi, Kenya

Amref Health Africa was founded in 1957 and has since grown to become the largest African-based international health development organization; currently implementing more than 180 programs, reaching more than 40 million people across 35 African countries; and a staff complement of over 2,000. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa – Burkina Faso, Ethiopia, Guinea (Conakry), Kenya, Malawi, Senegal, South Sudan, Tanzania, Uganda and Zambia. An additional eleven advocacy and fundraising offices are located in Europe and North America.

Amref Health Africa is driven by its vision of *'Lasting health change in Africa'* and its mission *'To catalyze and drive community-led and people-centered health systems while addressing social determinants of health'*. We believe that the power to transform Africa's health lies within its communities, and therefore strive to ensure that health systems are not only functional but that communities are empowered to hold these systems accountable for the delivery of quality and affordable health care.

### JOB PURPOSE

The main purpose of this position is to contribute to the strengthening of research activities within the organization majorly support of Amref Ethics and Scientific Review Committee (ESRC) activities.

### KEY RESPONSIBILITIES

AREA	ACTIVITIES
Support Amref Ethics and Scientific Review Committee (ESRC) Secretariat	Assist in preparation of ESRC letters, minutes, agendas, Slides etc.
	Documentation: Ensures good filing and backup systems for all ESRC documents including letters, protocols, minutes, agenda.
	Maintaining the ESRC database and ensuring it is up to date at all times.
	Participating in drafting of ESRC manuscripts.
	Receive all new protocols and ensure all required documents are submitted and share with lead for initial review.

	Support research and CQI activities.
	Participate in project evaluations.
	Participate in preparation of reports to ESRC stakeholders.
<b>Other</b>	Undertake other relevant duties assigned by the Supervisor.

### **REQUIRED QUALIFICATIONS AND EXPERIENCE**

- Bachelor's Degree in Social Science, Public Health, statistics or any other related discipline.
- Professional Training in research methods, monitoring and evaluation is an added advantage.
- Minimum of 1-year experience in a similar role.

### **KNOWLEDGE, SKILLS AND COMPETENCIES**

- Excellent data collection and analysis skills.
- Proposal writing skills.
- Knowledge and experience in Research Ethics.
- Excellent database management skills.
- Excellent planning and organization skills.
- Practical computer skills.
- Strong team work skills.
- Good communication and interpersonal skills.
- Knowledge of data analysis competency using any of the following software; SPSS, STATA and Epiinfo).
- Knowledge on basic Research Ethics.

### **WORK ENVIRONMENT**

- Around **60%** of the Job holder's time is spent in the office while **40%** spent in the field at project level.

### **HOURS OF WORK**

- Occasionally the job holder's work necessitates that s/he works during weekends to meet work deadlines.

### **HOW TO APPLY**

Interested? Please visit our website <https://amref.org/vacancies/> to make your application. You will be directed to our online portal where you will need to create an account in order for you to be able to submit your application. Your application should include a cover letter detailing why you are the best fit for this position and your CV with relevant skills and experience. Closing date will be **6<sup>th</sup> September 2024**. Only shortlisted candidates will be contacted.

*Duly note that Amref Health Africa does not require applicants to pay any money at whatever stage of*

*the recruitment and selection process and has not retained any agent in connection with recruitment. Although Amref may use different job boards from time to time to further spread its reach for applicants, all open vacancies are published on our website under the Vacancies page and on our official social media pages. Kindly also note that official emails from Amref HealthAfrica will arrive from an [@amref.org](mailto:@amref.org) address.*

*Amref Health Africa is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy.*