POETICTZ

Provision of Essential Treatment in Critical Illness - Tanzania

EMPLOYEMENT OPPORTUNITY

POETIC RESEARCH PROJECT

Project Manager position; One Post

Background

The Provision of Essential Treatment in Critical Illness (POETIC) Project is investigating critical illness among patients and populations, and exploring interventions and implementation strategies including Essential Emergency and Critical Care (EECC) to improve care for critical illness and avert mortality and morbidity.

Job Description / Terms of Reference

We are looking for a motivated individual to fill the position of Project Manager on the POETIC research project, on-site at Muhimbili University of Health and Allied Sciences (MUHAS) Dar es Salaam. The Project Manager will be an experienced clinical researcher and project lead, responsible for the research, coordination, and implementation of the project while remaining aligned with the goals of POETIC and EECC.

Qualifications and Experience

- A Master's degree in health sciences or a related field or an MMed in an acute medical specialty. A PhD is an added advantage.
- At least 4 years' experience in leading teams and managing projects.

Required Skills

- Ability to independently lead a research project.
- Ability to manage a clinical research project conducted in hospitals.
- Ability to oversee data collection, data management, quality assurance and analysis.
- Excellent communication skills (written, verbal and through presentations) to be able
- to communicate well within the POETIC team and to liaise with a wide variety of people.
- Good attention to detail.
- Flexibility, innovative thinking and solution-oriented
- Computer literacy, including MS Office Suite.
- Experience of work in emergency care or critical care is an added advantage.

Languages

- Fluency in written and spoken English.
- Fluency in written and spoken Swahili is an added advantage.

Responsibilities

To lead the POETIC activities in Tanzania, including:

- Securing all necessary approvals, ethical clearances, and establishing close communication with study sites.
- Writing and developing study protocols, SOPs, and study procedures & logistics.
- Developing the budget, adhere to budgetary allocation, financial and project reporting
- Resolving problems and challenges, timely and regular reporting of progress and issues to the PI.

Line management of the project team including:

- Design work plans for each team member and ensure their execution.
- Coordination of team members and their work.

Establish effective project implementation and communication including:

- Plans to track project performance and ensure both short-term and long-term deliverables are met in a timely manner.
- Liaising with stakeholders and presenting reports on progress as well as problems and solutions.
- Coordinating and overseeing data collection, documentation and study conduct.
- Conducting post-project evaluation and identifying successful and unsuccessful project elements.

Conditions

- The Project Manager will report to the POETIC PI.
- The position is for one year with potential for extension.
- The position is a full-time role, work will be carried out onsite at MUHAS, Dar es Salaam.

Application Requirements

Applicants should submit the following documents:

- A cover letter including the applicant's name, position, contact details, and a brief summary of intent.
- An updated curriculum vitae (CV) with three references.

Application process and deadline

Applications containing the required documents should be submitted to poeticafrica@gmail.com by the close of business on 9th December 2024.

The title of the position applied for should be written in the subject of the application email, e.g.: Project Manager POETIC Project.

For further inquiries about the project, please contact poeticafrica@gmail.com or visit our website https://poetictz.org/