

## POSITION AVAILABLE

<b>TITLE:</b>	<b>Interviewer x 3</b>
<b>REPORTING TO:</b>	Site Coordinator
<b>LOCATION:</b>	Study Sites (Kingston, Ocho Rios, Montego Bay)
<b>ASSIGNMENT LENGTH:</b>	Part-time, 8 months (extension possible)

### **JOB DESCRIPTION:**

The Caribbean Vulnerable Communities Coalition (CVC), on behalf of the Ministry of Health, the National Family Planning Board, and the University of California, San Francisco, will undertake an integrated bio-behavioral survey (IBBS) among most-at-risk-populations in Jamaica to provide important information about the risk of HIV and inform prevention, care, and treatment programs in these groups. This activity will be conducted using respondent driven sampling (RDS) methodology, a chain-referral, probability-based sampling method designed to reach hidden populations. The successful candidate will work under the direction of the Site Coordinator and will be responsible for obtaining written consent from individuals for participation in the study administering a 90-minute questionnaire to participants using a netbook/PDA and performing HIV rapid testing and counseling. Sensitivity to issues related to HIV/AIDS and ability to work with stigmatized populations is required.

### **RESPONSIBILITIES:**

1. Have a thorough understanding of the survey protocol and operations manual
2. Obtain informed consent from interview individuals ensuring strict compliance with research ethics guidelines
3. Interview individuals to obtain and document relevant information on a standardized questionnaire.
4. Conduct pre- and post test counseling
5. Perform HIV rapid testing
6. Maintain confidentiality of clients test results and all medical and personal information
7. Make appropriate referrals within the health system and the community
8. Maintain good quality counseling and testing records
9. Assist with participant intake as needed
10. Other duties as assigned by study investigators and site supervisor

**QUALIFICATIONS:**

1. College degree/diploma in social sciences (anthropology, demography, geography, psychology, public health, sociology), or High School degree with equivalent work experience in survey interviewing and previous experience in working with high-risk and stigmatized populations
2. Ability to work independently with minimal supervision
3. Prior experience conducting quantitative interviews.
4. Certified (MOH) in HIV Counseling and Testing
5. Good interpersonal and communication skills.
6. Excellent oral and written skills
7. Previous experience in interviewing clients about sensitive behaviors will be an added advantage
8. Ability to work an alternative schedule (including evenings and weekends) as requested.
9. Other duties as assigned by study investigators and site coordinator.

*We are seeking an individual to fill the position described. If you know of a qualified candidate or are interested in applying for this position, please send resume and cover letter to the attention of:*

**CONTACT:**

The successful candidate will be on a short term fixed contract and an attractive package commensurate with qualifications and experience is offered. The closing date is Nov 6 and suitably qualified candidates are encouraged to apply. Kindly forward your electronic CV to **the876study@gmail.com** before the closing date.