

Job Description for Research Assistants

Job Title: Research Assistant

Department: Research & Outreach

Reports To: Program Associate (Headquarters)

Location: Lagos, Ondo and Ebonyi

Employment Type: Contract (with potential for extension based on performance)

Job Summary

The Research Assistants will play a key role in our community-based research and outreach initiatives especially HIV Self-testing. Is responsible for engaging with youths in local communities, conducting data collection and entry, and supporting the implementation of health and development projects.

Key Responsibilities

- **Field Research & Data Collection:**
 - Conduct surveys, focus group discussions, and interviews with community members.
 - Collect quantitative and qualitative data on community health, social, and economic issues.
 - Ensure data accuracy and confidentiality throughout the collection process.
- **Community Engagement:**
 - Build and maintain relationships with community leaders, local health centers, and stakeholders.
 - Assist in organizing community meetings and outreach events.
 - Provide support during health education and awareness campaigns.
- **Data Management & Reporting:**
 - Compile collected data using basic data management tools.
 - Prepare regular progress reports and present findings to the headquarters.
 - Use insights from data to support project planning and decision-making.
- **Project Support:**
 - Assist in the planning and execution of project activities.
 - Work collaboratively with other team members to meet project deliverables.
 - Attend training sessions and capacity-building workshops as required.

Qualifications

- **Education:**
 - Minimum of a National Diploma (ND) or equivalent in Social Sciences, Public Health, Business Administration, or a related field.
- **Experience:**
 - Prior experience in community research, data collection, or fieldwork is preferred.
 - Demonstrated involvement in community-based or volunteer projects is an advantage.

- **Skills and Competencies:**
 - Strong interpersonal and communication skills.
 - Basic technical proficiency in using digital data collection tools (e.g., smartphones, tablets) and data entry software.
 - Excellent organizational and time management abilities.
 - Ability to work independently and as part of a team.
 - Cultural sensitivity and adaptability to work in rural settings.
 - Commitment to ethical research practices and confidentiality.

 - Ability to work effectively and efficiently with minimal supervision.

To apply visit www.pioneermed.org/ng/careers