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SOCIAL SCIENCE INTERVIEWER X5 1 YEAR CONTRACT HEAD OFFICE

The Desmond Tutu HIV Foundation (DTHF) is a registered non-profit organisation focused on the pursuit of excellence in research, treatment, training and prevention of HIV and related infections in Southern Africa.

We invite applications for five **Social Science Interviewer** positions (one-year). The posts will fall within the Socio-behavioural division, contributing research on studies related to youth-friendly health services, PrEP delivery and acceptability, and other studies with the goal of informing effective HIV prevention practices.

Interviewers will primarily interview young women about topics including their knowledge and attitudes towards HIV prevention methods, how they perceive the sexual and social risks relating to HIV, or their experiences accessing health care services.

Requirements:

- University qualification in the Social Sciences or another related field (Honours and Masters Degree advantageous).
- At least two years research experience will be advantageous
- Previous qualitative interviewing experience will be advantageous
- Previous work experience in HIV, sexual health or with adolescents
- Good Clinical Practice (GCP) training will be advantageous
- Fluency in English and Xhosa, possessing an excellent grasp of grammar and ability to use punctuation correctly
- Excellent typing skills (transcription experience advantageous); proficiency in word processing
- Excellent interpersonal and listening skills
- Inquisitive and non-judgmental attitude
- Demonstrated ability to work collaboratively as well as independently
- Strong organisational, oral and writing skills
- Ability to maintain a high level of confidentiality at all times
- Willingness to conduct interviews at varied locations around the Klipfontein / Mitchell's Plain sub-district
- Willingness to work on Saturdays when required
- Ability to work well under pressure and to maintain effectiveness during changing conditions
- Personal transportation preferred but not essential

Values fit: Passion Innovation Progress Integrity Respect Excellence

PASSION | INNOVATION | PROGRESS

Association incorporated under Section 21 registration no. 1999/005072/08 : NPO no. 148-956
Public Benefit no. 18/11/12/51

Directors: Prof R Wood; Prof L-G Bekker;

Ms Z Ebrahim(Chair); Ms T Tutu-Gxashe; Mr P Grant; Ms M K Ndebele; Mr C Abrahams; Dr M Sienaert

www.desmondtutuhivfoundation.org.za

Responsibilities:

- Oversee recruitment of interview participants
- Interview young women and men about sensitive topics
- Interview key informants as required
- Complete post-interview summary reports
- Translate and transcribe interviews
- Ensure non-biased, consistent, complete and accurate data collection
- Respond to data queries related to the transcripts
- Code data for analysis
- Engage in regular phone meetings with off-site partners

To apply, quote Job reference, submit CV, motivation letter with certified copy of highest qualification and details of three (3) current contactable referees to: Attention HR Manager Jobs@hiv-research.org.za by 10th February 2017 Job reference: #DTHF/C055. Incomplete applications will not be considered. Only on-line applications submitted via our jobs portal will be considered.

NB: Only short-listed candidates will be contacted. We are committed to equity in our employment practices. It is our intention to appoint individuals with the aim of meeting our equity objectives. We reserve the right not to appoint if no suitable candidates are identified.

I understand and accept that, by applying for this role, I authorise Desmond Tutu HIV Foundation in its capacity as employer, to access my personal information stored, and to utilise said information for recruitment purposes for this role.

This job may be removed before it expires.

If you have not heard from us within two weeks after the closing date please consider your application as unsuccessful.

Desmond Tutu HIV Foundation is a child friendly organisation committed to the protection of children.

For more information about the organization please visit our website at www.desmondtutuhivfoundation.org.za