

DARTMOUTH-BOSTON UNIVERSITY HIV-TB RESEARCH TRAINING FOR THE INFECTIOUS DISEASE INSTITUTE AT MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES



JOB VACANCY (1 POST)

Job Title :	Educational Coordinator
Time Effort:	6 calendar months or 50% FTE
Duration:	April 2022-April 2024
Reports to:	Principal Investigator
Location:	MIDI Offices, 3 rd Floor, CHPE Building. MUHAS

PROJECT OVERVIEW

Our Dartmouth-Boston University-Muhimbili (DBM) Fogarty HIV training program is building upon our prior Fogarty-supported capacity building activities and train research faculty to conduct HIV and HIV/TB epidemiologic research and clinical trials at the planned for established Infectious Disease Institute (IDI) at Muhimbili University of Health and Allied Sciences (MUHAS). We are establishing a collaborative mentoring program to ensure junior faculty are supported and successful in performing research and in obtaining independent funding as part of the MUHAS IDI's (MIDI's) research training program while also expanding MUHAS' portfolio of funded HIV and HIV/TB research. This training program seeks to provide the expertise to establish IDI as the premiere self-sustaining research and training institute for HIV and TB in East Africa.

DUTIES AND RESPONSIBILITIES

The Educational Coordinator based at MUHAS will work with the MIDI leadership team to support the goals of the MIDI Fogarty training grant. Specific duties will include:

- Assist with the development of a mentoring program for MUHAS faculty mentors including needs assessments, curriculum development, organizing sessions and any

follow up

- Provide in-person support for MIDI trainees in completing their applications to advanced degree and other training programs
- Identify and support applications to and participation by MIDI researchers in short-term training outside of Tanzania
- With the MIDI Program Manager at MUHAS, assist with management and proper utilization of the MIDI office space

KNOWLEDGE, SKILLS, QUALIFICATIONS & EXPERIENCE REQUIRED

- ✚ Masters Degree in public health and/or education and
- ✚ At least 5 years' experience in an academic institution.
- ✚ Prior teaching and/or advising experience a plus.

MODE OF APPLICATION

Qualified and interested applicants are required to send electronic application letters and current CVs describing their experience, qualification and three reference contacts by email.

Emails should be sent to muhas.idi2019@gmail.com

Application deadline: 30/01/2022, 5pm

Applicants should indicate in the email subject ***Educational Coordinator Position.***

ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED