Advertisement for Short-Term Consultancy

**JOB TITLE:** Lymphatic Filariasis Coverage Survey Field Team Interviewers  
**JOB STATUS:** Short-Term, Full-Time Consultancy  
**JOB PERIOD:** February 2019 (21 days)  
**DUTY STATION:** American Samoa Department of Health – Office of the Director  
**# OF POSITIONS:** Six (6) – Interviewers

**SUMMARY OF DUTIES:** Six (6) experienced and qualified public health survey interviewers are sought by the Pacific Island Health Officers’ Association (PIHOA) to administer an external and independent coverage survey of the American Samoa Department of Health’s second round of Lymphatic Filariasis Mass Drug Administration (LF MDA) implemented in September – November 2019. The aim of the survey is to: 1) determine if the target coverage threshold (≥65% for LF MDA) has been met; and 2) to validate the reported coverage. The survey will cover a minimum of thirty (30) randomly-selected villages for a total coverage of 904 individuals (children and adults), including at least one village in the Manu’a Islands. The LF MDA Coverage Survey will be conducted in coordination and consultation with the American Samoa Department of Health (ASDOH), US Centers for Disease Control - Center for Global Health (CDC CGH), the World Health Organization (WHO), and PIHOA. The survey interviewers will report to the PIHOA Program Consultant(s).

**MAJOR DUTIES AND RESPONSIBILITIES:**
1. Attend and actively participate in a required two (2)-day training on survey methodology and interviewing techniques (scheduled for first week of February 2019);
2. Ensure availability of all materials and supplies, as required/needed, are brought to survey site daily;
3. Review questionnaire with field team staff to ensure appropriateness for local context;
4. Obtain consent from participants prior to enrolling them in the coverage survey questionnaire;
5. Utilize coverage survey sampling strategy to identify households for inclusion in coverage survey interviews;
6. Conduct field interviews using questionnaire in assigned villages, including entries for electronic data collection;
7. Actively participate in and report on coverage survey progress in regularly scheduled coordination calls with CDC, PIHOA and ASDOH; and
8. Any other duties as assigned in accordance with LF program objectives.

**ANTICIPATED PROJECT OUTPUTS (DELIVERABLES):**
1. LF Coverage Survey Weekly Progress Reports
2. Final LF Coverage Survey Report
3. Final LF Coverage Survey Evaluation Report

**PRIMARY QUALIFICATIONS:**
1. **Education:** Minimum of an Associate’s degree, or a currently enrolled student in Nursing, Public
Administration, or other appropriate degree area in the social and health sciences from an accredited school. A Bachelor’s degree or above is preferred, but not required.

2. **Job Experience and Knowledge:** Prior experience in the administration and conducting of field surveys/questionnaires, preferably in the social and health fields; demonstrated basic to intermediate degree of computer literacy and utilization of MS Office applications (especially MS Word and Excel), especially in the use of tablet-based survey questionnaires; be able to demonstrate understanding and assure adherence to the core principles of professional integrity and confidentiality as they pertain to health data and information collection, analysis, reporting, and dissemination.

3. **Abilities and Skills:** Must have excellent English and Samoan-speaking and written communication skills. Must possess current driver’s license and passport valid in American Samoa; must understand vague and implicit instructions, and react favorably and in an open and diplomatic manner in all work situations; must be able to communicate in a positive and professional manner at all times; must be mentally adaptable and flexible in dealing with a variety of people from a variety of different circumstances; must be proactive and able to work in an intense work environment with multiple competing tasks and deadlines within a very short time period, and possess excellent time management skills; and must be willing and able to travel to the Manu’a Islands, if assigned.

**COMPENSATION:** Work will be compensated on an flat rate basis and paid upon submission of approved timesheets and deliverables verified by the PIHOA Program Consultant(s). Fringe and other benefits are not covered under PIHOA consultancy contracts. Positions will be assigned based on the review of applicant qualifications, job knowledge and experience. For enquiries on pay rate, please contact Lynette Suiaunoa-Scanlan, PIHOA Project Coordinator and Data Support Officer (lynettes@pihoa.org) or Janet Camacho (janetc@pihoa.org), PIHOA Deputy Director.

**TERM OF POSITION:** This is a short-term, full-time consultancy for twenty-one (21) days commencing the first week of February 2019, inclusive of two (2) days of required survey training by CDC. Full participation in training is needed to continue the consultancy.

**APPLICATION:** Submit the following electronically, no later than 5pm on January 16, 2019, American Samoa Standard Time, attention to Janet Camacho, PIHOA Deputy Director, at (janetc@pihoa.org), and copy to Regie Tolentino (regiet@pihoa.org), PIHOA Honolulu Office and HR Administrator:

1. **Letter of Interest** that outlines your overall qualifications and professional experience in response to the Primary Qualifications and Major Duties and Responsibilities indicated above;
2. **Curriculum Vitae** or **Resume**; and
3. Minimum of **two (2) work references** from work supervisors current to the last 5 years.