
INTERNAL/EXTERNAL ADVERTISEMENT

Researcher/Programme Developer-1 year Contract

National Office - Sandton

loveLife is seeking to recruit a programme developer that also has strong research skills. The successful applicant will be required to fulfil the following primary functions in a professional manner and with technical excellence:

Programme Development:

- Participate in the development of new and the improvement of established programmes based on research information (this includes the conceptualisation of programmes, the development of programmatic resources etc.)
- Conduct literature reviews, focus group interviews and administrate questionnaire based interviews
- Analyze data, write reports on findings
- Assist with the writing of research and funding proposals

Research:

- Assist in the design and planning of research, monitoring and evaluation projects (including methodology, budgets and timeframes)
- Conduct qualitative and quantitative research; carry out monitoring and evaluation projects
- Deliver presentations on findings for internal and external dissemination
- Develop systems as well as research and training tools, design and facilitate workshops
- Support the set up of a departmental resource centre

Suitable candidates will need to satisfy the following requirements:

- A relevant post-graduate degree (for example Development Studies, Psychology, Demography, Public Health, Population Sciences or Statistics)
- Illustrated experience in the development of programmes and programmatic resources
- Good understanding of project management
- Experience in conducting literature reviews
- Working experience in qualitative and quantitative research
- Practical experience with monitoring and evaluation
- Advanced computer literacy in Microsoft Office; statistical software packages like SPSS, STATA and EPI-Info are an advantage
- Experience working with and creating databases will be an advantage
- Knowledge of the HIV and social development sector, particularly regarding youth in Southern Africa
- Excellent communication (oral and written) and presentation skills
- Good interpersonal skills
- A valid driver's license
- Willingness to travel
- Experience of working in an NGO is an advantage

Total remuneration package: Commensurate with experience

Please forward a summarised CV (no certificates) to Fax: (011) 523-1067 or e-mail address: recruit@lovelife.org.za to reach loveLife National Offices no later than the 19th January 2010

If you have not heard any response within six weeks after the closing date, please accept that your application has been unsuccessful.

