

JOB TITLE: SURVEY RESEARCHER-ENUMERATOR

POSITION: PART TIME

VACANT POST: 5 POSTS.

LOCATION: Tanga City, Tanga

REPORTS TO: Administration and Organization Description

ProjeKt Inspire is a local company that has been working with Tanzanian youth to create career awareness and lightening career paths. Our major goal is to unleash youth's potential by actively involving them in making informed career decisions and career consultancy. Specifically, for the past 5 years, we have been raising awareness about the importance of Science, Technology, Engineering, and Mathematics (STEM) education to the development of our country's economy.

We have recently established a partnership with Foundation Botnar, Switzerland to establish a STEAM Park in Tanga at Kisosora community center. This park will have different exhibits and experiments for primary school students to visit and get hands on learning, thus applying the science and mathematics education they learn in classrooms into real life applications. More details are included below. We also plan to conduct outreach sessions with primary pupils, and conduct trainings to mathematics and science primary teachers with the goal of improving science and mathematics of the education in Tanga.

Position Summary

Enumerators will work closely with and report to the Administration and Human Resources Manager as well as the Monitoring and evaluation consultant. They will be responsible for surveying primary school head teachers, teachers, parents and any other necessary community members.

The enumerators are expected to accomplish the following duties.

A. Primary quantitative data collection

1. Attend and actively participate in the training session on how to use the questionnaires
2. Review/compare English and Kiswahili data collection tools and check for discrepancies
3. Pretest questionnaire with the selected participants

4. Conduct phone calls surveys amongst head teachers and parents from different schools in Tanga City, spending up to 30 consecutive days in the field.
5. Assist in arranging the logistics required for conducting surveys
6. Able to conduct data collection on electronic tablets/computers or smart phones.
7. Other research tasks, as needed

B. Data management

1. Review data collection for any errors that may appear
2. Adhere to the schedule for data collection and data entry developed by the Monitoring and evaluation Consultant.

C. Qualifications

1. Excellent Swahili and English communication skills, including written English skills.
2. Willing and motivated to work under pressure and minimum supervision, to be on the phone for a long time.
3. Diploma, Certificate or University or master's degree in any field with substantial previous experience in field/community-based research
4. Be able to meaningfully relate, interact and build rapport with study participants
5. Excellent typing skills and basic computer skills in Microsoft Word
6. Willingness to work in a team
7. Highly motivated and energetic with the ability to commit to long days, working and collecting data
8. Able to work independently with minimal supervision while maintaining great attention to data quality, documentation, and management.
9. Sensitive towards other local cultures, religions, and beliefs/norms different than their own
10. Be in good health and have a good sense of humor
11. Honesty, good communication skills, able to build trust with community members and maintain confidentiality
12. Willingness to learn and explore new experiences

D. Preferred qualifications

1. Either from or familiar with the study location
2. Diploma, Certificate or University or master's degree in STEM (Science Technology, Engineering and Mathematics).
3. Familiarity with education related programs will be an added advantage
4. Experience with collection of survey research
5. Must have a smart phone or a computer or tablets

How to apply; Application should be addressed to the Human and administration office.

- To: info@projektinspire.co.tz & and cc projektinspire@gmail.com with subject of **Application for Survey Researchers (Enumerators)**.
- Application should include your updated CV with three contactable professional referees, copies of certificates and detailed cover letter on how your experience matches.
- Application which does not include all of these details will not be considered.

Note: The closing date for this application is Friday- 6th June, 2020. Only shortlisted candidates will be contacted. We are committed to ensuring diversity and gender equality within our organization.