



## JOB DESCRIPTION

<b>Job Title: Programme Officer (Research)</b>	
<b>Reports to</b>	<b>Head of Programme and Operation</b>
<b>Department</b>	<b>Programmes and Operations</b>
<b>Job Summary</b>	This position entails development, implementation and review of the TLM-Nigeria Research Agenda to ensure effective translation of research into local policy and practice. Also entails provision of support in multi-sectoral coordination of research stakeholders in TLM-Nigeria as well as dissemination of research products in local, regional and international conferences in alignment to the TLM-Nigeria Country Strategy across all levels.
<b>Core Responsibilities</b>	<ul style="list-style-type: none"> <li>• Develop, and disseminate the TLM-Nigeria Research Agenda which outlines key research priorities for the country in alignment with TLM-Nigeria Country Strategy.</li> <li>• Support implementation of TLM-Nigeria Research Agenda including coordination of research stakeholders at national and county level.</li> <li>• Undertake reviews of the TLM-Nigeria Research Agenda to determine progress in implementation and inform resource allocation.</li> <li>• Engage partners to mobilize resources for implementation of TLM-Nigeria’s research agenda.</li> <li>• Prepare concept notes and terms of Reference for various research projects for funding from partners.</li> <li>• support the delivery and implementation of various research and innovation programmes.</li> <li>• Undertake research, write research reports &amp; facilitate dissemination of findings.</li> <li>• Any other duties as assigned by the Head of Programmes and Operations.</li> </ul>
<b>Person Specification</b>	
<b>Education</b>	Master’s degree in Public Health, Social Sciences, Epidemiology or closely related field.
<b>Experience</b>	Have a minimum of three (3) years’ experience in research; at least two (2) years of which should involve working experience in health research as evidenced by publications in scientific journals, presentations in research conferences and/or successful research grant submissions.
<b>Key competencies</b>	<ul style="list-style-type: none"> <li>• Interpersonal skills to effectively deal with stakeholders in leprosy/NTD research that range from institutions of higher learning, ethics review committees, leprosy/NTD research &amp; implementing partners as well as development partners.</li> <li>• Communication and interpersonal skills to be able to deal effectively with various research stakeholders.</li> <li>• IT proficiency is an added advantage.</li> </ul>

	<ul style="list-style-type: none"><li>• Team player to effectively engage with other team members for delivery of the various roles of the Operations and Programmes Unit.</li><li>• Analytical, strategic planning and policy making skill.</li></ul>
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------