



**Research Advisor (part -time)
- Vietnam Program**

The Fred Hollows Foundation is a development organization working in more than 25 countries. We help to train and empower local eye doctors, nurses and health workers to create a sustainable system of care in the communities that need it most. The work we do has a very clear purpose: to make sure everyone, whether they are rich or poor, has access to high quality, affordable eye health.

The Fred Hollows Foundation in Viet Nam (FHFVN) is looking for Research Advisor (part – time staff):

Post summary: This position will work under **The Senior Program Manager (SPM)** for a range of different quantitative and qualitative research studies for program development, monitoring and evaluation. The incumbent is contributing to design and conduct/manage quantitative research fieldwork training, data collection, and data entry.

Key responsibilities:

1. Involve in and contribute to building up study objectives and study designs based on requests from multiple projects to generate relevant evidences for informing project activities and project impact evaluation
2. Assist PMs (Project Managers) and SPM in the selection and technical supervision of research agencies or institutions. Be liaison between the project team and research team – FHF Sydney office or significant parties.
3. Assist PMs and SPM to monitor the progress of research activities and performance of the research contracted agencies/institutions; develop and maintain records of research activities, and prepare periodic and ad hoc reports as required
4. Assist PMs and SPM to provide technical comments for the research reports written by the research agencies/institutions
5. Assist PMs and SPM in working with FHF research team to write technical reports and manuscripts for publication or presentation if required.

6. Provide technical research training/coaching to FHFVN's program team when required

Selection criteria

- Master Degree in public health, epidemiology, sociology or other related field.
- Strong knowledge and practical experiences in working with both quantitative and qualitative studies.
- Excellent communication and training facilitation skills.
- Strong experience in supervising research field work in Vietnamese context
- Young professionals, especially public health professionals, who have up to 5 years of professional study and/or experience in related field.
- Availability for travels to study sites when necessary.

Applications can be made via htruong@hollows.org and should include a resume and covering letter addressing all areas expressed in the "experience, skills and attributes"

Deadline for Submission: 5 June 2016

The Fred Hollows Foundation is committed to protecting the rights of children in all areas where we work. Applicants are advised that The Foundation reserves the right to conduct police checks and other screening procedures to ensure we maintain and promote a child safe environment.