

## Study Coordinator, Action III Trial Project at University of Nairobi

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### Job Description

The University of Nairobi, a body corporate established under the Universities Act of the laws of Kenya and the University of Nairobi Charter, is the pioneer institution of University education in Kenya and the region. The only institution of higher learning in Kenya for a long time, the University of Nairobi responded to the national, regional and Africa's high level manpower training needs by developing and evolving strong, diversified academic programmes and specializations in basic sciences, applied sciences, technology, humanities, social sciences and the arts.

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#### The Project

The Antenatal Corticosteroids is a WHO multi Country Action Trial Project aimed at improving outcomes in preterm newborns. It will be conducted in three hospitals in Kenya which include Thika level 5 hospital, Nakuru level 5 hospital and Coast General Teaching and Referral Hospital.

#### Duties and Responsibilities

The Study Coordinator will be expected to work closely with the project (ACTION III) Investigators, Data Manager, Study Site Coordinators and Study Nurses in order to carry out the following duties:

Coordinating the project related Trainings

Coordinating recruitment of the needed Staff for the project

Overseeing project data collection

Overseeing project data management

Coordination and facilitation of monitoring and auditing of the project operations

Maintenance of registers of randomized participants

Maintenance of effective and ongoing communication with stakeholders

Performing any other related duty as assigned by supervisor from time to time

**Job requirements/Specifications:**

Kenya Certificate of Secondary Education Grade C or its equivalent with a pass in English.

B.Sc Nursing or Kenya Registered Nurse Midwife or Kenya Registered Community Health Nurse

Five years working experience in a maternity unit preferably in labour ward and newborn unit.

Computer literacy

Experience in basic managerial skills.

Experience in Clinical research will be an added advantage

**Location**

The Study Coordinator will be located in Nairobi, at the University of Nairobi (Kenyatta National Hospital Campus), Department of Obstetrics and Gynaecology

**Terms of Appointment**

This a one year full time contract renewable based on performance and by mutual consent.

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