

Zoonotic/One Health Research Project Manager

Immediate Supervisor: Deputy Director (One Health-Zoonotic Research and Surveillance)

The African Center of Excellence for Genomics of Infectious Diseases (ACEGID), based at Redeemer's University, Nigeria, is focused on driving innovation in viral genomics research, outbreak response, diagnostic development, and capacity building. Established in 2014 and supported by the World Bank and the National Institutes of Health's (NIH) H3Africa consortium, among other funders, the ACEGID platform is building genomics pipelines, advancing our understanding of microbial threats, and training the next generation of African scientists how to identify, manage and control these threats. ACEGID is built upon strong collaborations forged across West Africa (Nigeria, Senegal, and Sierra Leone) and beyond (United States, United Kingdom) allowing for increased reach and scalability of its innovations.

Position Description:

We seek a highly motivated individual to work closely with researchers across the ACEGID network of labs across Nigeria.

The ability to communicate effectively, work well in a team setting, and a strong desire to learn new methods are required. The candidate helps to coordinate and manage project tasks and deliverables. The candidate also helps analyse data as required and conduct administrative duties such as setting up meetings and preparing budgets and reports. S/He will also interact with members of the group assisting with research projects focused on creating and refining tools for zoonotic disease and One health surveillance. The position offers an excellent opportunity to participate in a dynamic research environment in an exciting fast-paced field of research.

The position is a 2-year renewable contract, subject to satisfactory performance and availability of funding.

Main duties/key responsibilities

- Responsible for preparation of work plans and deliverables for zoonotic disease/One health surveillance projects
- Maintain rigorous oversight of all zoonotic disease/One health projects at ACEGID
- Work with project staff to document, and facilitate understanding of project plans and goals related to project scope, quality, timeline, and cost
- Ensure regular reporting and monitoring of projects
- Plan and track logistics for performance of studies or project execution
- Anticipate obstacles and implement mitigating strategies
- Weekly activity summary of all project activities, and monthly comprehensive progress report of all projects reflecting performance against targets, milestones and implementation challenges
- In collaboration with other the Project Manager, prepare, submit, and keep up to date all IRB/MTA/DUA approvals for projects
- Responsible for organising meetings with other stakeholders and collaborators
- Maintain relationships with different multi-disciplinary teams and the different stakeholders within the Zoonotic / One Health projects

Hiring organization

ACEGID

Employment Type

Contractor

Job Location

Location: Ede, Osun State, Nigeria

Date posted

December 4, 2023

Valid through

04.01.2024

- Assist with proposal writing and grant applications
- Contribute in manuscript writing
- Timely preparation of project reports
- Assist in organising stakeholder meetings and seminars, and (when applicable) participate in scientific workshops and conferences.
- Take primary responsibility in managing the project's public facing communications, including management of social media related to zoonoses and One Health research activities

Requirements:

Knowledge, Skills & Abilities:

- Demonstrable education and experience of working in Veterinary or/and 'One Health' related research activities
- Ability to communicate with the different study collaborators and funders
- Ability to work in a multi-disciplinary environment
- Ability to maintain quality, safety and/or infection control standards
- Understanding of zoonotic disease surveillance and One Health research
- Excellent interpersonal verbal and written communication skills
- Cross-cultural competency: ability to work with a diverse, global team.
- English fluency
- Writing skills
- Ability to work with little or no supervision

Education and Experience:

- Degree in Health science, Doctor of Veterinary Medicine, or related fields
- Master's degree in Veterinary Science or any life science discipline
- Ph.D. in any life science or associated subject
- Relevant experience in infectious disease surveillance and research
- Minimum of 3 years experience in biological research project management
- Experience in managing communications tools for scientific communication and handling electronic data management
- Veterinary or/and One Health educational background is an added advantage
- Experience in global health
- Experience in proposal writing

Method of Application

Interested and qualified candidates should send a two-page resume and a one-page cover letter, explaining suitability for the position in a single pdf document titled with full name in a mail with 'Zoonotic Research Project Manager Application' as its subject to hr*****@ru*.ng. The deadline for applications is **4 January 2024**. Only shortlisted candidates will be contacted.