



TRAINING PROGRAMME MANAGER (PATHOGEN BIOINFORMATICS)
(Payclass 10; 18 month contract)
Computational Biology Division
Department of Integrative Biomedical Sciences
Faculty of Health Sciences

The Public Health Alliance for Genomic Epidemiology (PHA4GE) is a global organization that aims to develop standards for and promote the use of routine sequencing for pathogen surveillance and response. PHA4GE promotes standardization, portability and reproducibility of assays and workflows, advances the use of open data and open source in public health and aims to improve surveillance and outbreak response capabilities. As part of the organization, the Training and Workforce Development working group is helping to promote collaboration and foster the development of the global public health bioinformatics work force. The group has been awarded a new grant to coordinate training activities, develop curricula and create communities of trainers and trainees. We require a training programme manager to manage the activities of the grant, which also include engagement with relevant stakeholders. Applications are invited from suitably qualified candidates for an **18 month, fixed term contract** position of a Training Programme Manager (Pathogen Bioinformatics), **for appointment as soon as possible**. The position will be situated in the Computational Biology Division, which is in the Department of Integrative Biomedical Sciences and the Institute of Infectious Disease & Molecular Medicine, Faculty of Health Sciences, University of Cape Town. There may be a possibility for renewal subject to availability of funding.

Minimum Requirements:

- Postgraduate degree in Bioinformatics, Public Health, Epidemiology Genomics or a related scientific domain
- 2 years of working experience in the biological/biomedical/public health and/or training field if holding a Masters degree, or 4 years of experience if holding an Honours degree
- Demonstrated experience in project management
- Evidence of organizational skills
- Good administrative and time management skills
- MS Office Suite, G-suite applications (especially Word and Excel, google sheets, google docs, forms)
- Good communication and written skills

Advantageous:

- Experience in education and training
- Knowledge of updating websites, creating online forms, use of social networking platforms
- Experience with stakeholder engagement and fostering networking
- Leadership experience

Responsibilities:

- Manage the training and outreach activities within the PHA4GE Training and Workforce Development working group
- Convene global training stakeholder interactions
- Develop consensus on curricula for pathogen surveillance
- Collate and develop training materials, documents and policies
- Provide administrative, logistical and coordination support for training and networking events
- Develop platforms/forums for building trainer and trainee communities
- Monitor and report on project deliverables

The annual cost of employment, including benefits for this 18 month, fixed term contract is between R464,110 and R662,036.

For enquiries about this post, please contact Nicola Mulder at nicola.mulder@uct.ac.za.

To apply, please e-mail the below documents in a **single pdf file** to lona.sisusa@uct.ac.za

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Cover letter, and
- Curriculum Vitae (CV)

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete. Only shortlisted candidates will be contacted and may be required to undergo a competency test.

Telephone: 021 650 3003

Website: www.h3abionet.org/

Reference number: E23530

Closing date: 25 May 2023

UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups. Our Employment Equity Policy is available at www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf.

UCT reserves the right not to appoint.