



FIELDWORKER (X8)

(T1 Post; 12 months)

**Knowledge Translation Unit
(KTU) Department of
Medicine**

Faculty of Health Sciences

If you meet the requirements below, we invite you to apply for this **full-time, contract** position for a duration of **12 months** as soon as possible.

The Knowledge Translation Unit (KTU) requires X8 fieldworkers to support our Principal Investigator (PI) and affiliates for two health systems implementation research studies: 1) The project entitled "Development and evaluation of a targeted, integrated, coherent and people-centered approach to the management of Multiple Long-Term Conditions (MLTC-M) in South African primary healthcare (ENHANCE)." It aims to improve the care, treatment and support systems for people living with MLTC-M in South Africa; ii) "Strengthening the quality of adolescent primary healthcare in South Africa: preliminary work on a complex public health intervention that aims to develop a system strengthening intervention to be piloted and evaluated across clinics and schools.

The main purpose of this position is to retain and recruit study participants as set out in the recruitment and retention programme for the ENHANCE Project.

Requirements:

- Grade 12
- 1 years' relevant experience in conducting fieldwork for other research projects or other public health research and relevant experience in working in target communities.
- Experience conducting qualitative interviews with research participants and completing data collection questionnaires.
- Ability to communicate in English/ isiXhosa / Afrikaans.
- Motivated to have direct interaction with patients.
- Experience working in clinical research.
- Good planning and organizing.
- Computer skills (MS Office)
- Client (participant) focused.
- Currently valid work permit for South Africa if non-South African

The following will be advantageous:

- Current accredited (GCP) certificate
- Track record of successfully working in a multidisciplinary clinical team
- Previous experience within UCT or within a higher education institution

Responsibilities:

- Screening and recruiting eligible patients for the ENHANCE study.
- Perform data collection activities as required such as, questionnaire, height and weight measurements, waist circumference, Blood Pressure (BP) and so forth (this information must be recorded on the prescribed data sheet i.e., electronic questionnaire).
- Assist with the collection of study specific samples from nurses e.g., collection of blood samples.
- Preparation of reports for study participant folders at clinics and perform administrative and/ or any other project duties.
- Retrieval of medical records.
- Prepare reimbursements for patients and administer payment of petty cash when required.
- Review study plan a week in advance to ensure study participants are reminded to come for their follow up visits.
- Refer emergency respondents to a nurse or doctor, when required.

- Do home visits for participants (only if required by supervisor).
- Maintain strict patient confidentiality.
- Document all participant interaction in participants file according to Good Clinical Practice (GCP) and Standard Operating Procedures (SOPs).
- Verbally, in writing and electronically, communicate retention progress with study coordinators, data team, about retention progress.
- Ensure compliance with study protocols.

The **monthly salary** of the successful candidate, for this fixed-term, contract post is R11 548.25

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

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

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 an assessment.

Website: <https://knowledgetranslation.co.za/>

Reference number: E23538

Closing date: 31 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.hr.uct.ac.za/hr/policies/employ_equity "

UCT reserves the right not to appoint.