

Clinical Trials Coordinator (CTC)

Purpose of the Job

The Clinical Trials Coordinator (CTC) shall be responsible for AMANET sponsored clinical trials, and therefore the principal advisor to the MT on all matters relating to clinical trials, including their planning, execution, monitoring and evaluation.

Job Description

- Planning and coordinating clinical trials following ICH/GCP and other international regulations;
- Overseeing the designing and preparation of trial protocols, investigators' brochures, monitor's protocol, informed consent statements, reference manuals, etc;
- Monitoring adherence to protocol;
- Supervising trials across Africa;
- Preparing minutes of the Trial Sites Development Committee;
- Preparing minutes of Expert Committees;
- Filing regulatory and ethics review documents;
- Ensuring good quality data is collected;
- Preparing SOPs (in collaboration with investigators) for the protocol and ethics;
- Supervising needs assessment and site characterization; and
- Undertaking any other duties as assigned by the MT.

Qualifications

- MD or equivalent medical degree, a postgraduate degree (at least MSc or equivalent, preferably PhD in community or public health, epidemiology, paediatrics, tropical medicine, communicable diseases, biostatistics or similar area of specialization);
- Computer skills are essential as is good knowledge and experience with ICH/GCP;
- Familiarity with health research ethics issues in African settings is desirable;
- Previous training and experience in carrying out and monitoring clinical and field trials of interventions is required; and
- Experience in research supervision and knowledge of French are added advantages.