**RECRUITMENT ANNOUCEMENT**

Center for Creative Initiatives in Health and Population (C.CIHP) is a Vietnamese NGO registered under VUSTA since 2008. We are working in the fields of public health, health equity, gender and gender-based violence, reproductive and sexual health, and disability and mental health.

C.CIHP is currently looking for **1** qualified candidates to join Disability and Mental Health program. The contract term is 12-month and will be renewed annually. The current funding for the positions is guaranteed to mid-2025 and expected to extend to 2026.

C.CIHP as the Prime is in charge of coordination and sub-contractors’ management, making sure the effective and high-quality implementation of project activities toward the goal to improve quality of life of persons with disabilities in Quang Tri, Thua Thien Hue and Quang Nam provinces. The specific objectives of the project are as below:

*1. Health and Rehabilitation services are expanded; health status and quality of life of persons with disabilities are improved. This objective will be achieved through strengthening the rehabilitation service system, particularly in: 1) service delivery; 2) assistive products and assistive technologies development; 3) Capacity enhancement for rehabilitation practitioners;*

*2. Social services expanded; social inclusion and direct support to persons with disabilities enhanced. This objective is achieved through strengthening local capacity in providing specific services for persons with disabilities including 1) provision of home-based care for persons with disabilities; 2) provision of psychological health for persons with disabilities and their families; 3) developing a peer support network for persons with disabilities to facilitate social inclusion;*

*3. Disability policies improved; public attitude is improved; barriers are reduced to ensure social integration of persons with disabilities.*

Closing date: **31 Mar 2023**

Working station: The rest vacancies in **Hanoi office** with possible travel to provinces.

**Benefits:** (1) Friendly and self-development working environment; (2) Competitive salary to be decided during contract negotiation (based the proved capacity and salary history of the candidates, the available personnel budget, and C.CIHP salary scale); Annual salary review, the 13rd month-salary, and full insurance scheme. Other benefits according to C.CIHP regulations.

**How to apply**: Interested candidates submit (1) Resume in English with clear description of their background and working experiences that relevant to the applied position, and contact of 3 referees; (2) A cover letter in English to explain why they are qualified for the applied position; via email to Ms. Nguyen Minh Hai at [hai@ccihp.org](mailto:hai@ccihp.org) with specific title of the applied position in the email subject. ***Only qualified candidates will be contacted.***

C.CIHP is an equal opportunity employer. Every qualified applicant will be considered for employment. C.CIHP does not discriminate based on gender, gender identity or sexual orientation, and disability status.

**Researcher and Senior Monitoring, Evaluation and Learning (MEL) Officer**

Vacancies: 01

Report to: (1) MEL Manager; (2) COP and DCOP/ Technical Lead if required

Reported by: (1) MEL officers; (2) Program assistants;

Collaborated with: (1) Technical team: Program officers; (2) Grant Manager and finance team

**Tasks description**

* Supporting MEL manager:
  + To oversee project MEL system, including data collection, analysis, reporting, and dissemination of lessons learned to stakeholders
  + To implement MEL Plan and ensure indicators, evaluation methodology and data collection systems are appropriate and practical
  + To develop qualitative and quantitative monitoring indicators and methods for collecting associated data
  + To work closely with other project team members and partners to assure effective data collection and management, and on-time, good-quality activities implementation.
* Acting as researcher to develop and implement thematic studies service program development
  + To develop research protocol, tools, plan of implementation and budget
  + To supervise data collectors in the fields
  + To participate in data collection and data analysis, using quantitative and qualitative software, and report writing

**Qualification:**

* Education background in public health, epidemiology, biostatistics or a related field;
* Substantial knowledge on quantitative research methods, data analysis and interpretation, and applied knowledge of qualitative research methodologies;
* At least five years of MEL experience, and knowledge on disability programs is an advantage; Knowledge of USAID data collection and reporting requirements is highly desirable;
* Ability to work under pressure and handle multiple tasks at the same time;
* Good oral and written communication skills;
* Good English language skills, to include reading, writing and speaking as well as strong presentation skills;
* Good computer skills, including data software such as SPSS/EPI, Stata, Excel