



Rwanda NGOs Forum on **AIDS** and Health Promotion (RNGOF on **AIDS&HP**)

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TERMS OF REFERENCE (TOR) FOR DISTRICT STUDY COORDINATORS FOR COMMUNITY-LED REACTIVE CASE DETECTION AND TREATMENT (CRACDT), INCLUDING THE ASSESSMENT OF MALARIA RISK FACTORS IN HIGH-RISK GROUPS, TO ACCELERATE MALARIA REDUCTION IN RWANDA

1. Introduction:

Rwanda NGOs Forum on HIV/AIDS & Health Promotion (RNGOF on HIV/AIDS & HP) is a network of 139 NGO members working to promote health and the wellbeing of citizens with particular focus on key and Vulnerable populations. Its mission is to promote and coordinate activities of member organizations and build their capacity to monitor and advocate for civil society involvement in all public policies and program formulation with regard to health promotion including HIV/AIDS, TB and Malaria program. The three diseases (HIV, TB, and Malaria) continue to pose significant public health challenges, particularly among high-risk groups such as key and vulnerable/high risk groups. Its mission is to promote and coordinate activities of member organizations and build their capacity, to monitor, generate data through conducting research/studies/assessments and advocate for civil society involvement in all public policies and program formulation with regard to improving quality of health services delivered .

2. Background.

Today malaria continues to represent a real public health concern with the entire Rwandan population at risk of infection. In response to malaria infection, Rwanda implemented integrated malaria control interventions including LLIN distribution through mass campaigns and routine channels, IRS, behavior change communication, and improved access to diagnostics and treatment and those combined intervention resulted in significant malaria infection reduction, As per malaria annual report almost all 30 districts of Rwanda registered a decline in malaria during the reporting period of July 2022-June 2023. With the end of Fiscal Year 2022-2023, malaria incidence in Rwanda reduced from 76 per 1,000 person per year in FY 2021-2022 to 47 per 1,000 (39% reduction) while the Slide Positivity Rate (SPR) dropped from 22% in FY 2021/2022 to 14% in FY 2022/2023. Uncomplicated malaria cases dropped from 998,811 cases in FY 2021/2022 to 622,900 cases in FY 2022/2023 (38 % reduction) with currently 58% of these cases managed at community level. Severe malaria cases reduced from 1,831 cases in FY 2021-2022 to 1,316 severe cases in FY 2022/2023 representing 28% decrease in severe malaria.

The number of deaths due to malaria decreased significantly from 71 in FY 2021-2022 to 51 deaths in FY 2022-2023 (28 % reduction). However, current diagnosis and treatment methods hinder the timely identification of at-risk populations. To address this challenge, a project proposes implementing the Reactive Case Detection and Treatment (RACDT) strategy in Rwanda. This successful approach involves targeted interventions in high-risk areas, focusing on vulnerable populations.

This study aims to enhance malaria elimination efforts in Rwanda by tailoring interventions based on identified risk factors by understanding high-risk groups' contributions via surveillance. It has two primary aims. Aim 1 involves implementing the Community-led Reactive Case Detection and Treatment (cRACDT) strategy in Rwanda, assessing its fidelity, and evaluating its effectiveness. Aim 2 focuses on identifying individual risk factors for malaria in Rwanda. The project is being implemented by the Rwanda NGOs Forum on HIV/AIDS & Health Promotion (RNGOF on HIV/AIDS & HP) in collaboration with the Rwanda Biomedical Center under the support of the Global Fund.

In view of the above, Rwanda NGOs Forum on HIV/AIDS and Health Promotion is looking for 4 high caliber District Study Coordinators who will oversee the implementation of the cRACDT strategy in 4 selected districts of Rwanda, ensuring adherence to the intervention protocol. This involves coordinating with stakeholders, including the study core team (principal investigators and consultants), health facilities managers, and community leaders), to facilitate implementation. The 4 Districts Study Coordinators will also work with research teams to design and execute data collection activities, ensuring data quality. Additionally, they will liaise with the study core team, providing updates on progress and addressing challenges during implementation.

3. Responsibilities

Under the overall supervision of the Study Coordinator and the Directors of Programs, and PIs, the District Study coordinators will be responsible for the following:

- Oversee the comprehensive implementation of the study activities in their respective districts and provide timely progress reports the progress to the study coordinator
- Train Community Health Workers (CHWs) and supervise them with the District Health CHWs Supervisor.
- Actively engage in monthly coordination meetings with Community Health Workers (CHWs) in study sites.
- Assist in tracing missed malaria cases and meticulously document the reasons for their absence.
- Ensure compliance with project protocols, ethical guidelines, and regulatory requirements.
- Conduct and oversee data quality checks in collaboration with the study coordinator
- Manage stock maintenance for both control and intervention groups at the health facilities level.

- Monitor the project and ensure all activities in their districts are implemented to high technical quality and based on evidence and best practices. Serve as the primary point of contact in the field, offering comprehensive support as needed by Identifying necessary challenges/barriers and communicating these to the study coordinator on time.
 - Collaborate with local leaders and health facilities, and malaria partners to ensure the study is well implemented.
 - Coordinate with RNGOF Leadership and RBC/Malaria Program to ensure that activities meet high technical standards and are evidence-based, and promptly address any identified challenges or barriers by communicating with the study coordinator.
 - Participate in meetings with Health Facility Leaders/staff, as well as relevant stakeholders at district and provincial levels, to improve the study implementation.
 - Compile and submit monthly study field reports.
 - Document and share best practices, lessons learned, and success stories from their districts to facilitate knowledge exchange and replication.
 - If necessary, contribute to disseminating project findings through publications, presentations, and other knowledge-sharing platforms.
 - Provide administrative support as required.
- Undertake any other tasks necessary to support project objectives.

4. Working language

The working language for this assignment will be English and Kinyarwanda

6. Timeframe (duration of the assignment)

This assignment is expected to be implemented within a timeframe of 14 months and is expected to starting from the date of signing contract.

7. Reporting and accountability

The District Study coordinators shall report regularly to the *study coordinator* ,*Rwanda NGOs Forum Management Team and RBC-MOPDD*. Quality of deliverables must be ensured by the study coordinator.

8. Required Qualifications:

- Bachelor's degree in Public health, Epidemiology , Social science or other health science-related field with a Master's degree in public health, epidemiology, or a related field preferred
- Has a minimum of 3 years of working experience in the Rwanda Health System, with demonstrable experience in working with Health Facilities and Community Health Workers.
- Strong knowledge of malaria surveillance and control strategies

- Excellent organizational and communication skills, with the ability to effectively coordinate with diverse stakeholders, including community leaders.
- Ability to work independently and as part of a multidisciplinary team, with a proactive and problem-solving mindset.
- Strong written and verbal communication skills to prepare comprehensive reports, present findings to stakeholders, and make actionable recommendations
- Possesses excellent analytical and advocacy skills, with proficiency in providing administrative leadership and support to work teams.
- Fluent in English and Kinyarwanda, with French proficiency as a plus
- Proficiency in Microsoft Excel, Word, and PowerPoint, or similar software.

9. Application Process

9.1. The application file will be comprised of:

- Cover letter
- Detailed CV (maximum 4 pages)
- Copy of ID or Valid Passport
- Valid Degree
- At least 3 references from current and previous organizations demonstrating your competence to deliver on similar assignments

9.2. How to apply/ submit your application

- Documents will be submitted to *Rwanda NGOs Forum* via email: rwandangoforumrw@gmail.com not later than 23rd April 2024 at 3:00 pm Rwanda time.
- Writing the Subject: “*Application to District Study Coordinator Position-Malaria.*”
- After submission, the applications will be reviewed. Due to an expected high volume of application, only selected applicants will be notified for both written exam and interview and final successful candidates for the position will be notified.

Approved on 15th April 2024

BY:

KABANYANA Nooliet

Executive Secretary

**Rwanda NGOs Forum on HIV/AIDS and Health Promotion
(RNGOF on HIV/AIDS & HP)**

