

## **Vacancy Announcement**

### **Position: Research Associate**

The BRAC James P Grant School of Public Health (JPGSPH) at BRAC University was established in 2004 as an educational and research institution focusing on the integral areas of teaching, research, and services. The goal of the school is not only to impart knowledge but also to act as a center of excellence in knowledge creation through research and training that connects with practice.

The Research Associate position for the MPH Program at BRAC James P Grant School of Public Health, BRAC University offers exciting opportunities to develop interactive teaching skills. This position will require you to assist the Course Coordinator/Co- Coordinator/Senior faculty in preparing and implementing the courses of the MPH program successfully. One of the responsibilities of the position is to support the current MPH students with their coursework and assist them with their research and publication.

### **Key responsibilities:**

The main responsibilities are as follows:

- Work with the Course Coordinator/Co-Coordinator/Senior faculty to design the courses
- Review the courses of the previous years and update course materials and assessment process in consultation with the relevant course coordinators
- Work as a teaching fellow for all the courses of the year
- Debrief internal and external teaching fellows about the course
- Assist the course coordinators to evaluate answer scripts and quizzes
- Support students with selection of research topic, literature review and publications
- Arrange and provide tutorials for the MPH students
- Follow-up with course coordinators about the submission of grades on time
- Assist the MPH program to select organizations for field visits and research work
- Attend weekly MPH meetings and suggest ideas for future growth of the MPH programme

### **Educational Qualification:**

- A Master's degree in public health from a recognized university.

### **Other requirements:**

- Research and/or project management experience of at least 1-2 Years will get the priority.
- Must have scientific writing skills and a good command of writing and speaking English as well.

**Workstation:** Based in Dhaka.

**Salary:** As per JPG policy

### **Contract Types and Duration:**

The agreement is based on a contractual service arrangement but there is a potential for extension based on the availability of funds and performance.

How to apply: Interested candidates are advised to send an application with a complete CV to: **recruitment.sph@bracu.ac.bd** by February 13, 2024. Please mention in the subject line of your email: Research Associate.

Only shortlisted candidates shall be invited for the interview. All tests & interviews will be held in Dhaka.

We are an equal opportunity employer and encourage applications from qualified women and minority candidates.

The Organization reserves the right to make an appointment at a grade lower than advertised.

BRAC JPGSPH regrets to inform you that it is not liable to reply to all the submitted applications.