

The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution.

Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.

COLLEGE OF HEALTH SCIENCES

**RESEARCH COUNSELLOR
(1 year fixed term contract)**

PEROMNES GRADE 11

HIV PATHOGENESIS PROGRAMME (HPP)

SCHOOL OF LABORATORY MEDICINE AND MEDICAL SCIENCES

NELSON R MANDELA SCHOOL OF MEDICINE

CLOSING DATE: Friday, 31 August 2018

Ref: HPP/Counsellor/07082018

The HIV Pathogenesis Programme (HPP) has a **Research Counsellor** position available. The incumbent will be required to be highly motivated, meticulous and hard-working and be able to work independently. The incumbent will report to the Clinic Operations Manager.

MINIMUM REQUIREMENTS

- Matric certificate
- Certificate in Health Education or HIV/AIDS Counselling
- At least 2 years of professional counselling experience and community engagement in HIV/AIDS
- Fluency in English and Zulu

OTHER ESSENTIAL REQUIREMENTS

- Capable of interacting with persons of different cultures
- Good communication skills
- Compassionate/sensitive towards patients
- Self-directed, highly-motivated, adaptable

RESPONSIBILITIES

- Provide one-on-one counselling and support to study participants
- Conduct counselling on HIV, healthy living, ARV treatment and adherence
- Assist the Research Nurse when drawing bloods from children/adults
- Assist with counter-checking blood tubes and completion of shipping manifest
- Perform Point-of-Care Haemoglobin checks
- Recruitment of new participants
- Obtain consent from study participants
- Track and contact defaulting participants and for follow up
- Call participants to remind them of their study visit appointments
- Maintain filing system for the clinic
- Ordering of necessary stock/consumables
- Data faxing of Case Report Forms and attending to QC errors
- Handling of petty cash and issuing of patient incentives

The closing date for receipt of applications is **Friday, 31 August 2018**. The University, however, reserves the right in special circumstances to accept late applications or to extend the above date in order to facilitate further searches. The selection process will commence in September 2018 and will continue until suitable candidates are appointed or a decision is taken not to fill the posts.

Enquiries and details regarding this post, as well as requests for a job profile may be directed to Mrs Tarryn Tomlinson, e-mail address: leslie@ukzn.ac.za

Applicants are required to complete the relevant **application form** which is available on the Vacancies website at www.ukzn.ac.za. Completed forms must be sent to Mrs. Tarryn Tomlinson, e-mail address leslie@ukzn.ac.za. **Please quote the advert reference number in your subject line.**

Terms of appointment and Selection Process

The post will commence in September / October 2018 and will be offered on a one-year, fixed term contract. The terms and conditions governing this appointment will be in compliance with those of the University of KwaZulu-Natal. The position is potentially renewable, depending on availability of funds. The monthly cost of employment for this position will be R8,000 – R9,500, dependent on the experience of the successful candidate.