**GHD|EMPHNET Project Management Office Internship Opportunity**

**Multiple projects in Research and Policy**

1. Using Mobile Technology and Enhanced Counselling to Improve Family Planning Among Syrian Refugees and Host Communities in Lebanon and Jordan
2. Implementation Research Services Proposal for the Integrated NCD–Humanitarian Response Project
3. Smoking and COVID 19: Data-Driven Risk Messaging

**Opportunity**

The project will be targeting Bangladesh, India, Egypt, Iraq, Jordan, Morocco, Pakistan, Sudan, Tunisia, and Yemen. GHD|EMPHNET will support intermediate FETPs cohorts in Bangladesh, Egypt, Morocco, and Sudan. GHD|EMPHNET will also conduct frontline FETP (PHEP-BFE) cohorts and training courses specially customized for COVID-19 in Iraq and Yemen.

The project’s objective is to develop, implement, and evaluate contextualized, culturally sensitive, data-driven, and evidence-based strategies to encourage the adoption of quality FP services among vulnerable host communities and Syrian refugees living in Lebanon and Jordan. It also aims to raise awareness of the harms of smoking, especially during the COVID-19 pandemic, through developing country-tailored and culturally appropriate media messages to disseminate, educate and promote smoking cessation to reduce morbidity and mortality from the virus. The project also aims to establish baseline prevalence estimates of major NCDs and their behavioral modifiable risk factors in Jordan and encouraged the use of data among public health planners and policymakers and in planning and implementing a scalable NCD project.

Working alongside specialists, the intern will learn how to develop a project workplan. The intern will get the best insight into how to identify and manage the risks. Additionally, s/he will learn how to suggest mitigation methods to avoid converting the risk to an issue. The intern will have the opportunity to build a network with the team by attending bi-weekly meetings with the team, supporting them in taking the minutes of meeting, and following up on the implementation.

The duties that the intern will undertake during the internship are -but not- limited to:

1. Support in placing and monitoring the events on Projects Events
2. Liaise with technical officers on collecting technical reports upon completing the events
3. Participate in preparing the minutes of meeting (MOM) of the biweekly meetings
4. Participate in developing projects briefs
5. Participate in preparing the needed statistics of the project as per the direction of the Project Manager
6. Participate in monitoring the projects’ documentation on the project center

**Minimum Education Requirements:**

Bachelor’s or Graduate student of Public Health, Social Sciences, Pharmacy, Doctor of Pharmacy, Industrial Engineering, Business Administration or any other scientific field, or a fresh graduate in these fields.

**Preferred Skills:**

* Knowledgeable and can use Microsoft Office productivity tools.
* Good Research and writing skills.
* Communication and organization skills.
* English proficiency is a must.

This is a virtual opportunity.

The project can begin as early as **January 16, 2022,** pending interest.

**How to Apply:**

Send a resume and a cover letter to Ms. Dana Shalabi: internships@emphnet.net. Interested applicants should send their applications before **January 9**.

**Note: This is an unpaid position.**