



Leaon

LEAON LIMITED
Advert for Vacant Position

JOB DESCRIPTION

Job Title : **Endline Evaluation Field Enumerator**
Reports To : Principal Investigator of Endline Evaluation for the Solidaridad Project
Supervises : None
Time Frame : **Nov 2022 – Dec 2022**

Leaon Limited , in conjunction with ASALPRO RCGL seeks **TEN (10) FIELD ENUMERATORS** to provide research and organizational support in evaluating "Scaling Investment for the Resilience of East Africa Coffee Producers programme" in **Kirinyaga, Meru, Nyeri, Machakos Embu, Kericho, Nandi, Kisii, Nyamira** and **Transzoia** Counties.

The field enumerator is primarily responsible for collecting field data. They have direct contact with respondents and have a great bearing on the quality of data collected and ultimately on the quality of data output.

The duties and responsibilities of the field enumerator are as follows:

Pre-Enumeration duties:

- Attend enumerators' training workshop
- Receive enumeration materials and equipment from the principal investigator
- Develop an enumeration schedule/itinerary

Enumeration duties:

- Locate (or select) sample members
- Conduct interviews with respondents
- Record responses as instructed
- Comply with the requirements necessary for conducting a successful interview

Post-Enumeration duties:

- Ensure that enumerator checking is complete
- Ensure that all questionnaires and equipment are accounted for
- Turn over all literature and materials used in the survey to the principal investigator

The successful candidate will have the following qualifications and skills:

- Highly organized individual, capable of handling multiple priorities, meeting deadlines, and managing time effectively
- Experience in utilizing technology tools and also possess the ability to master new technology tools, as required
- Familiarity with the use of an Android device (smart phone)
- Ability to work independently as well as an effective team player
- Willing to travel to or located in the targeted counties
- Outstanding communications, writing, and research skills
- Confidence and can-do attitude; ability to advance projects with minimal supervision
- A commitment to the vision and mission of PFC Coffee Project and development work

Interested candidates may email their cover letter and CV info@leaon.co.ke on or before **8th November 2022** at 9am. Please indicate "Endline Evaluation Field Enumerator" in the subject line of all e-mail correspondences. Only shortlisted and successful candidates will be contacted.