



Title: Project Manager, based in Oakland, CA.

Job description:

Ibis Reproductive Health is a non-profit, non-governmental organization headquartered in Cambridge, MA (USA) with offices in Oakland, CA and Johannesburg, South Africa. Ibis aims to improve women's reproductive autonomy, choices, and health worldwide. We accomplish our mission by conducting original clinical and social science research, producing educational resources, and promoting sound policies and practices.

We seek a Project Manager to be based in our Oakland office to manage research projects and participate in a range of Ibis activities in the US and internationally. The position may be part- or full-time depending on funding and availability of the candidate. Ongoing projects include research on abortion in Latin America and sub-Saharan Africa, and access to reproductive health care among low-income women in the US. The Project Manager's work will include developing study instruments; managing IRB approval; coordinating fieldwork; entering, cleaning and analyzing data; organizing meetings with researchers, clinicians and advocates; writing manuscripts; and general administrative duties. The Project Manager will also participate in the development of new proposals for work related to medication and surgical abortion, contraception and sexually transmitted infections.

Qualifications:

1. Master's degree in public health, public policy, or related discipline or equivalent experience.
2. At least two years of substantive experience in reproductive health, preferably in research.
3. Excellent analytical, managerial, organizational, interpersonal, writing and presentation skills.
4. One or more years of training in quantitative data analysis and/or research methods and solid understanding of software packages such as SPSS, STATA, and/or Atlas-ti.
5. Ability to make and carry out decisions independently; creativity and flexibility; dedication to team building, staff development, and collaboration, particularly cross-culturally.
6. Willingness to travel.
7. Experience in international health is a plus.
8. Ability to speak/work in Spanish is preferred.
9. Sense of humor.

Salary: Negotiable, depending on qualifications and experience.

Dates and term of assignment: Starts immediately. Position currently planned for one year, but renewable by mutual agreement, depending on funding availability.

Deadline for applications: Interested candidates should send a letter of application along with a curriculum vita by February 14, 2012, to Megan Smith, Ibis Reproductive Health, 17 Dunster Street Suite 201, Cambridge MA 02138. Email applications are encouraged: msmith@ibisreproductivehealth.org. Please note the position for which you are applying in the subject line of the email or top of cover letter. The cover letter is an important part of the application and will be considered a writing sample. No phone calls, please.

For further information please email questions to Megan Smith at msmith@ibisreproductivehealth.org.

Posting date: 26 Jan 2012.