



**Terms of Reference (TOR)**  
**for**  
**Short-term Consultancies in Kwale and Siaya Counties**

**1. Introduction**

The International Centre of Insect Physiology and Ecology (*icipe*) is an intergovernmental organisation headquartered in Nairobi, Kenya that carries out research and training in sustainable management of insects (arthropods) for improving comprehensive health and agricultural productivity in the tropics ([www.icipe.org](http://www.icipe.org)).

**2. Background**

Tungiasis is a neglected tropical skin disease, caused by the sand flea *Tunga penetrans* which inflicts immense pain and suffering for millions of children in resource-poor communities of East Africa. The project aims to better understand pathogenesis and identify determinants of severe morbidity in tungiasis. We plan to achieve this through cross-sectional surveys of primary school students and the households in Kwale and Siaya counties. We will examine the feet of students and family members for infection intensity and pathology; conduct interviews with students, teachers and parents; and will assess the impact on child behaviour and cognitive development through specialized assessments. The results of this study will include measures of the prevalence, severity and impact of tungiasis on the quality of life and cognitive development of children and information will be used to inform the development of policy guidelines for the control of tungiasis in East Africa.

**3. Project objectives:**

This study aims to investigate prevalence, intensity and risk factors of tungiasis (sand flea disease, jiggers) *icipe* seeks to temporarily engage local field staff for school - and household-based surveys.

The study will be implemented in Siaya and Kwale Counties and seeks to engage only residents in the respective counties (preferably from or close to Ugenya and Msabweni sub-counties).

**4. Desired Qualifications and Skills**

Applicants are expected to speak English and Kiswahili fluently. Furthermore, field staff in Siaya County are expected to speak fluent Dholuo, whilst applicants from Kwale are expected to speak Digo.

All applicants should have proven experience in community-based field work with research institutes or other organizations concerned with human or animal health.

More specific requirements are listed below for the respective roles. Applicants not fulfilling the listed requirements will not be considered.

#### **4.1 Requirement for local field workers/interviewers**

##### **(A) Clinical Field worker (1x per County)**

###### **Requirements:**

- Qualified as clinical officer, nurse, pharmacists or public health officer.
- Experience in identifying skin diseases and symptoms/pathology.
- Trained in counselling.
- Understanding of research ethics and informed consent process.
- Experience using tablets or smart phones for data entry desirable.

###### **Responsibilities:**

1. Participate in training activities,
2. Adhere to study protocols and standard operating procedures,
3. Assist in training of CHVs,
4. Communicate with school administration,
5. Participate in seeking informed consent from study participants,
6. Examine all participants for tungiasis and associated pathology,
7. Count embedded fleas,
8. Record pathology,
9. Take photographs and thermographs,
10. Be alert to other diseases, record and refer accordingly,
11. Support project team in supervisory responsibilities and day to day planning of activities,
12. Ensure all data is collected as per study protocol,
13. Upload data from tablets to servers each day.

##### **(B) Veterinary Field Worker (1x per County)**

###### **Requirements:**

- Qualified vet or vet assistant.
- Experience holding and examining domestic animals for skin diseases.
- Able to identify skin pathology.
- Understanding of research ethics and informed consent process desirable.
- Experience using tablets or smart phones for data entry desirable.

###### **Responsibilities:**

1. Participate in training activities,

2. Adhere to study protocols and standard operating procedures,
3. Assist in training of field assistants,
4. Support the team in schools with clinical examinations,
5. Examine all animals at homesteads for tungiasis and associated pathology,
6. Count jiggers,
7. Record pathology,
8. Take photographs and thermographs,
9. Be alert to other animal disease, record and refer accordingly,
10. Provide information to households.

**(C) General Field Workers (2x per County)**

**Requirements:**

- Minimum Form 4 leaver with computer certificate and practical field experience, or Diploma in field of Biological Sciences or Public Health or Community Development.
- Experience in data collection with electronic tablets or using smart phones.
- Experience as Field Interviewer or census for organisation in public or private sector, or NGO's.
- Some background on ethical research conduct desirable.

**Responsibilities:**

1. Participate in training activities,
2. Adhere to study protocols and standard operating procedures,
3. Assist clinical field workers with data entry on tablets,
4. Conduct informed consent procedures with household heads and guardians,
5. Conduct interviews with participants (students, teachers, adults at homes),
6. Conduct school observations,
7. Collect soil samples for entomological monitoring,
8. Assist in flea identification.

**(D) Psychology Field Workers (3x per County)**

**Requirements:**

- University graduates in Psychology, Education, or Public Health
- Experience in data collection with electronic tablets or using smart phones.
- Experience as Field Interviewer or census for organisation in public or private sector, or NGO's.
- Trained in implementation and transcription of focus group discussions (FGDs),
- Trained in counselling.
- Understanding of research ethics and informed consent process desirable.

**Responsibilities:**

1. Participate in training activities,

2. Adhere to study protocols and standard operating procedures,
3. Participate in informed consent procedures,
4. Conduct interviews with participants (students, teachers, adults at homes and in schools)
5. Conduct focus group discussions (FGDs) with children
6. Conduct FGDs with adults (parents & teachers)
7. Conduct body mapping activity with children.

## **5. Period of Consultancy**

The engagement is initially for 72 days of field work between 7<sup>th</sup> January 2020 and 15<sup>th</sup> April 2020. Two weeks practical training will be provided prior to the field surveys. Field work will, all going to schedule, be implemented daily (full time) from Monday to Saturday (6 days per week). Further opportunities beyond the initial engagement may arise, pending funding decisions.

## **6. Terms of Payment**

The fee and the exact terms of payment will be negotiated with the Consultants before signing of the contract.

## **9. Application Guidelines**

### **9.1 Request for Clarifications**

Prospective bidders making inquiries of the TOR document may notify *icipe* in writing via email at this email address [ikiche@icipe.org](mailto:ikiche@icipe.org)) with a copy to [icipetenders@icipe.org](mailto:icipetenders@icipe.org). The Centre will respond in writing to any request for clarification of the TOR, which it receives no later than three (3) days (**i.e. 9<sup>th</sup> December 2019 at 17:00 hrs**) prior to the deadline for the submission of applications

*icipe* shall reply to any clarifications sought by the applicant within 1 day of receiving the request to enable the applicant to make timely submission of its application.

### **9.2 Bid submission deadline**

Written applications, including a detailed CV and motivation letter should be sent to [icipetenders@icipe.org](mailto:icipetenders@icipe.org). The subject of the e-mail should read: ***Consultancy opportunities in Kwale and Siaya***. The deadline for receipt of the e-mail applications is on or before **13<sup>th</sup> December 2019 at 11:00 hrs**. Late applications will be rejected.