

**Terms of Reference
For the
MIS Intern under the
Bioko Island Malaria Control Project (BIMCP)
April 2015**

Background

The Bioko Island Malaria Control Project (BIMCP) funded by Marathon Oil Company and the Government of Equatorial Guinea now entering into its 10th year of implementation, seeks to substantially reduce morbidity and mortality caused by malaria on Bioko Island.

BIMCP's interventions are centered on indoor residual spraying, distribution of long-lasting insecticide-treated mosquito nets, case management, and monitoring and evaluation. The new five year phase of the project will include a substantial investment in human resources development and a strong commitment to capacity-building and integration, the objective of which is to prepare the Ministry of Health and Social Welfare in Equatorial Guinea to assume full responsibility for the management of the BIMCP's malaria control activities.

MCDI implements the BIMCP together with partner organizations including Yale University, Texas A&M University's AgriLife Research, and the London School of Hygiene and Tropical Medicine (LSHTM).

The BIMCP is seeking two (2) interns to assist in the implementation of an annual malaria indicator survey for the Bioko Island to be conducted from on/about July 13, 2015 until September 30, 2015. The key activities to be carried out by the Intern during the internship period, and anticipated time periods for each, are as follows:

Roles and Responsibilities:

- Actively participate in training for the annual malaria indicator survey 2015
- Verification in the field that the enumerators are respecting the criteria of selection of households.
- Supervision of survey implementation in assigned sections; ensuring a minimum of two households per day per enumerator according to the groups of houses they are assigned
- Daily verification of compliance with the guidelines taught during the training in the implementation of the surveys.
- Daily review of the format of the household surveys (e.g. correctly entering UniqueBID in conformity with household lists provided to each enumerator)
- Daily review of the tablet devices.
- Daily uploading of information collected on tablet devices, and charging tablets for next day's work

Deliverables under this contract

- Daily updates on performance of enumerators
- Daily updates on coverage and other technical issues
- Active participation in the survey from training to end of field work
- Other as required by the M&E Coordinator

Line of Authority

This assignment is to be carried out in Equatorial Guinea under the direct supervision of the BIMCP M&E Coordinator and BIMCP MIS short-term Consultant. All work will be submitted to the M&E Coordinator for his review and approval.

Reporting Requirements

There are no reports required, above and beyond the deliverables specified above.

Qualifications, Skills and Experience required:

- Undergraduate degree.
- Fluency in Spanish.
- Knowledge of use of Excel and Word.
- Familiarity with mobile technology, tablets, and understanding of ODK programming preferable
- Good interpersonal skills, team player, able to work under stress.

Other

Start of activities: July 13, 2015

Location: MCDI Office in Malabo, Equatorial Guinea.

Term: Approximately 12 weeks.

Accommodations: Intern will be provided with a round-trip ticket to Equatorial Guinea, housing in-country and a daily living allowance to cover meals and incidentals.

Attachment 2

General Provisions to Consultant Agreement

1. The services required under this agreement fall within the area of competence of the Consultant and shall be performed in a diligent and professional manner.
2. Communication Charges—Use of telephone and fax may be used for official business when necessary. Consultant must provide Corporation with statements showing the points between which the services were rendered, the date, the amount paid, and the nature of the business. No personal calls can be charged at Corporation expense.
3. All technical data, recommendations, notes, memoranda, documents, and other information prepared by the Consultant in compliance with this agreement or developed through it are considered as the legal property of the host country government. The Consultant shall not publish any material referring to this assignment without the consent of Corporation.