



**Kumasi**  
METROPOLITAN ASSEMBLY



**Bloomberg  
Philanthropies**  
INITIATIVE FOR GLOBAL ROAD SAFETY

## EMPLOYMENT OPPORTUNITY

### Terms of Reference

#### **Position: Road Injury Surveillance Coordinator**

The Road Injury Surveillance Coordinator, based in Kumasi, Ghana, will be responsible for supporting the strengthening of road crash data systems for the city under the Bloomberg Philanthropies Initiative for Global Road Safety (BIGRS). The position will be embedded at the Kumasi Metropolitan Assembly (KMA), with dual accountability to KMA and Vital Strategies – the implementing partner in BIGRS responsible for supporting city governments in the network to strengthen road injury surveillance systems, support mass media campaigns, and provide overall coordination for implementation.

#### **Specific duties and deliverables:**

- Serve as liaison between initiative partners and governments, in particular:
  - Police for all issues related to crash reporting and analysis
  - Health departments
  - Medical examiner systems
  - Transport and road safety officials at different government levels
  - Other stakeholders
- Work with designated personnel to oversee data collection, data entry, conduct data cleaning and management of designated data sets.
- Train, monitor and oversee data entry staff.
- Conduct analysis and prepare tables, charts, and maps both for routine review and special queries, including spatial analysis for identification of high-risk locations.
- Collaborate with police, health, medical examiner, and Vital Strategies personnel to develop a protocol and conduct linkage and analysis of injury registry and data.
- Conduct a capture-recapture analysis of crash fatalities using at least two data sources: police crash reporting and vital registration, forensic, hospital, and/or insurance records; and prepare a report on methods and findings.
- Prepare annual road safety reports based on available sources for crash/injury death data, as well as risk factors data.
- Disseminate and present road safety report findings to stakeholders and promote data use for policy and planning.

- Work with police and other partners to pilot and define road crash database platform options and adaptation to local needs.
- Provide support to partners of the initiative as required.
- Be on call to respond to and address the needs to the Contract Manager/Initiative Coordinator/others.
- Report regularly on initiative progress to senior city officials and to Vital Strategies and relevant initiative partners. Submit written reports on implementation status and progress.
- Produce monthly reports on deliverables and progress, in the template provided by Vital Strategies.

**Skills and Qualifications:**

- Master's degree in a relevant field (e.g., public health, epidemiology, biostatistics, transport engineering, or similar).
- 3-6 years of experience in data management and analysis related to public health, transportation, or public policy.
- Quantitative data analysis skills (experience with data management and statistical analysis software required, GIS preferred).
- Proven capacity to work in a multidisciplinary or multi-agency setting and to interact with public servants and heads of department.
- Excellent oral and written communication skills.

**Structures and location of work:**

- Located at Department of Transport, Kumasi Metropolitan Assembly
- Reporting to the BIGRS Technical Lead at KMA and Vital Strategies Data Surveillance staff

***Interested candidates should send an application letter and CV to [dchekol@vitalstrategies.org](mailto:dchekol@vitalstrategies.org); [ynaboo77@gmail.com](mailto:ynaboo77@gmail.com) and [candefa@vitalstrategies.org](mailto:candefa@vitalstrategies.org) by close of business on Friday, January 21, 2022.***

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