

VACANCY

Job title:	Community Health Worker (6 Month Fixed Term Contract)
Type:	Permanent ☐ Fixed Term ☒ Temporary ☐
Main purpose of the job:	To recruit study participants from the community into the study, conduct informed consent, maintain retention of study participants through home visits/telephone tracking, participate in process of raising awareness about the study and creating relationship between NCDR and the community.
Location:	DPHRU - Chris Hani Baragwanath Academic Hospital, Soweto
Closing date:	28 November 2025
Submit detailed CV to:	Mamosa Phashe at vacancies15@witshealth.co.za
Advert reference number:	MP – 441 - Community Health Worker
In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto.	

Key performance areas

Promote studies and recruit participants by conducting presentations, radio talks and distributing brochures at Clinics and other healthcare/recreational facilities.

Address potential participants in accordance with recruitment targets and recruitment standard operating procedures (SOPs).

Obtain verbal consent prior conducting screening interviews.

Inform willing participants about voluntary participation in the study.

Conduct screening interviews to consenting participants to determine eligibility into study.

Schedule appointments with eligible participants to attend further screening visit at Wits RHI study clinic.

Record screened participants on screening register.

Obtain informed consent from participants for screening and enrolment.

Administer relevant study questionnaires.

Contact participants prior their scheduled visit dates to remind them of their appointments.

Home visits and contact participants telephonically for missed visits or to reschedule visits.

Prepare list of home visits according to priority and living areas.

Address relevant concerns and misconceptions about the study.

Receive queries from participants and address or direct/refer queries accordingly.

Report community meetings.

Attend relevant internal and external meetings.

Chair or take minutes in relevant meetings.

Assist in networking with relevant stakeholders.

Compile relevant reports and feedback on all activities.

Ensure that the study has relevant health promotion materials onsite.

Required minimum education and training

Grade 12.

National Certificate in Community Health Work (NQF Level 4) will be advantageous.

Valid driver's license and able to drive manual vehicle.

Fluent in English and other African language (Sesotho and isiZulu preferable).

Certification in Good Clinical Practice (GCP) will be advantageous.

Required minimum work experience

1 years' experience in data collection in a research environment.

Computer literate.

May be required to work on Saturdays.

Desirable additional education, work experience and personal abilities

Empathetic with good communication and interpersonal skills.

Computer literate with working knowledge of Microsoft Office.

Be tactful, respectful and maintain confidentiality.

Ability to work independently and work as part of multi-disciplinary team.

Ability to work well under pressure and maintain effectiveness in changing conditions.

Keen interest to work with adolescents and youth.

Willingness to work irregular hours and some Saturdays.

Should you be interested in applying for this vacancy, please send an email to vacancies15@witshealth.co.za. The subject heading of the email must read **MP – 441 – Community Health Worker** and the job title of position applying for. Please include the following documentation:

- A cover letter (maximum one page) that clearly states which vacancy you are applying for
- A detailed CV