

Terms of Reference for Procedural and Scientific Advisor

Background

The Khesar Gyalpo University of Medical Sciences of Bhutan (KGUMSB) is part of a collaborative network that executes the EATWELL project funded by the Norwegian Research Council. The project on sustainable and healthy food systems has started in December 2021 and will last until 30 November 2027. The project will work in different sites across Bhutan and consists of an interdisciplinary team that predominantly involves nutritionists and social anthropologists. It is a multisided and radically interdisciplinary project that seeks to break new grounds in the general approach to food and health.

Terms of Reference

The job of Procedural and Scientific Advisor consists of 2 key roles. The first is to provide assistance with regard to the procedures that need to be followed to conduct ethical and respectful research abiding by the laws and customs of Bhutan as well as facilitating contacts who may further facilitate the successful implementation of the project. The second entails advising the Principle Investigator (PI) and team members about the scientific literature and current state-of-the-art relevant to EATWELL. He/She should show profound professionalism in its job responsibilities and facilitate successful and timely completion of the project activities.

Specific responsibilities:

- Update and advise PI and team on the ethical procedures in Bhutan.
- Update and advise PI and team on the administrative procedures in Bhutan.
- Provide other procedural expertise and assistance to PI and team.
- Facilitate the establishment of networks of contacts who may further the project's aims and objectives.
- Conduct literature review and inform PI and team members of relevant and Bhutan-specific scientific literature and state-of-the-art for the EATWELL project.
- (Co-)author scientific articles related to the project.
- Accompany the PI or project team members in the field when required.
- Assist in the organization of the nutritional research activities as described in the EATWELL project description.
- Help expedite the activities before the project deadlines.
- Conduct other activities deemed as necessary within the framework of the project and upon direction of the PI.
- Advise nutritional PhD student as and when required

Profile Required

Eligibility:

- Must be Bhutanese citizen without criminal record and medically fit.

Qualification Requirement:

- Masters and above in Health & Nutrition. Preference will be given to the candidates with PhD.
- Past experiences of working in remote areas and in conducting public health/nutrition research is preferred.

Technical / Professional:

- Candidates with previous experiences in project management, qualitative and nutritional research methodology, and publishing will be prioritized.

Personal Competences:

- Strong interpersonal skills and flexibility, responsibility, integrity, motivation for the job are emphasized.

Tenure:

- He/She will be working 25% of Full Time Equivalent per year until 30 November 2027.
- He/She will be entitled to NOK 127/hours actually worked and reported.
- He/She will be entitled to a refund of expenses made for travel, food and lodging during fieldwork after approval by the PI.
- He/She will be executing the work according to the stipulations of the tenure as per collaboration contract signed between KGUMSB and University of Agder (UiA) for the duration of the EATWELL project and per requirement of the Norwegian Research Council.