



Vacancy Announcement: Trial Management Officer



Background

The Lilongwe University of Agriculture and Natural Resources (LUANAR), in collaboration with the Food and Agriculture Organization of the United Nations (FAO), is implementing a randomized controlled trial (RCT) in Malawi. This study is a research component of an FAO-supported project that pilots the integration of locally produced fish powder (made from *usipa*, *Engraulicypris sardella*) into existing Home-Grown School Feeding (HGSF) programme frameworks and meals served in selected schools.

The trial aims to assess the effect of school meals fortified with fish powder on dietary diversity and nutritional status, measured via biomarker analysis, among schoolchildren. It is a two-armed, single-blinded RCT with a closed cohort design, enrolling 272 children aged 10 years and above from participating primary schools in selected districts.

LUANAR invite applications from suitably qualified and highly motivated Malawians for the fixed contract position of **Trial Management Officer** to support the implementation of this study.

Job responsibilities

The Trial Management Officer will be responsible for the following duties:

1. Lead the recruitment and enrolment of study participants in selected schools.
2. Assist with the recruitment, training, and supervision of data collectors.
3. Assist with the training and supervision of compliance and monitoring assistants.
4. Conduct regular visits to participating schools to supervise monitoring assistants and ensure protocol adherence.
5. Ensure high-quality data collection, management, and entry.
6. Ensure compliance with trial protocols, ethical standards, and monitoring requirements.
7. Maintain regular correspondence and reporting with the Research Programme Manager at FAO Headquarters.

8. Support the preparation of study progress reports and documentation.
9. Perform any other duties necessary for the successful implementation of the trial.
10. Duties and Responsibilities

Qualification requirements

Applicants must meet the following requirements:

1. Bachelor of Science (BSc) degree in Nutrition or a closely related science field obtained with at least credit or equivalent classification from a recognized institution.
2. Candidates with a certificate in ethical conduct of research will have an added advantage
3. Demonstrable competency and experience in managing or supporting a nutrition or feeding trial or a large field study.
4. Experience in participant recruitment, supervision of field teams, and quality control of data.
5. Good understanding of randomized controlled trial implementation and research ethics.
6. Strong organization and communication skills
7. Strong organizational, communication, and reporting skills.
8. Proficiency in Microsoft Office and data management software.
9. Ability to work independently and effectively within multidisciplinary teams under tight timelines.
10. Fluency in written and spoken English and Chichewa.

Duration of contract

The position is for a fixed period of five (5) months effective 1st March 2026.

Mode of Application

Hard copy application package should include a signed application letter, an up-to-date Curriculum Vitae (CV) with names and contact details of three traceable referees one of which should be of a current employer where applicable plus copies of certified academic and professional qualifications. The title of the position **TRIAL MANAGEMENT OFFICER – LUANAR/ FAO SCHOOL FEEDING RCT** must be indicated on the envelope and sent to:

The University Registrar

Lilongwe University of Agriculture and Natural Resources (LUANAR)

P.O. Box 219

LILONGWE

All applications should reach the UNIVERSITY no later than **Wednesday, 11th February 2026**.
Only shortlisted candidates will be acknowledged.

LUANAR is an equal opportunity employer hence females are encouraged to apply.