

JOB ADVERT

Enumerators (Montserrado, Margibi, Nimba, and Grand Bassa)

Created in 1979 and now operating in over 50 countries around the world, Action Against Hunger is one of the major actors in fighting hunger. Active in Liberia since 1990, Action Against Hunger has become one of the main humanitarian and development actors in the country focusing on Nutrition, Health, Mental Health and Psychosocial Support (MHPSS) as well as Food Security and Livelihoods (FSL), Water Sanitation and Hygiene (WASH) to address the underlying and root causes of nutrition insecurity. Action Against Hunger's work in Liberia has evolved significantly over the years from emergency response to longer-term development, aiming at ensuring the provision of nutrition services within the health system; promoting and implementing FSL and WASH interventions; and developing strong partnerships with local civil society and national NGOs as well as the Government of Liberia. Through the years, Action Against Hunger has developed a strong acceptance within the communities in the areas of interventions. Action Against Hunger Country office is located in Monrovia.

I. Summary of position

Action Against Hunger is seeking **Enumerators** to support data collection for surveys, research, and project monitoring activities. The role involves direct engagement with communities, households, and project participants to gather accurate and reliable information using structured tools and digital devices. Enumerators must ensure ethical and confidential handling of all data.

II. Some key job responsibilities

Mission 1: Ensure the accurate, ethical, and timely collection of high-quality data through structured surveys and interviews, using standardized methodologies and digital tools, in order to support evidence-based decision-making and project monitoring.

- Conduct household, community, or institutional surveys as per the assigned project methodology.
- Interview respondents using structured or semi-structured questionnaires, either in person using the digital tools (tablets or mobile devices).
- Ensure accuracy and completeness of collected data before submission.
- Record responses clearly and accurately following the provided instructions and coding procedures.

Mission 2: Guarantee and ensure the confidentiality of data collected during the survey

- Maintain confidentiality and integrity of respondent information.
- Report daily progress and challenges to the supervisor or field coordinator.
- Participate in enumerator training sessions to understand project objectives, data collection tools, and ethical considerations.

Mission 3: uphold data integrity and ethical standards by ensuring rigorous quality assurance, fostering team collaboration for timely data collection, and adhering to all organizational safety and ethical guidelines during field operations

- Support data quality assurance through verification and spot checks when required.
- Work closely with team members to ensure timely completion of data collection targets.
- Follow all organizational and project-specific safety and ethical guidelines during fieldwork.

IV. Qualifications & Experience

- Minimum Diploma in **Statistics, Social Sciences, Economics, Demography, Development Studies, Public Health**, or related field (A bachelor's degree in any of the above studies will interest us)
- At least 3 years of demonstrated experience in field data collection, survey enumeration, or research assistance.
- Must be residing in one of the four counties (Montserrado, Margibi, Nimba, or Grand Bassa)
- Prior training in data collection methodologies and research ethics is preferred.
- Experience with household surveys or NGO monitoring and evaluation projects is highly desirable.
- Proven knowledge in digital data collection tools (e.g., KoboToolbox, ODK, SurveyCTO, CSPro) preferred.

V. Required Competencies And Skills

- Strong communication and interpersonal skills.
- Fluency in local languages and ability to translate questions accurately is highly desirable for any of the mentioned counties (Montserrado, Margibi, Nimba, or Grand Bassa)
- Attention to detail and commitment to data accuracy.
- Basic computer literacy.
- Problem-solving and adaptability in challenging field conditions.
- Time management and ability to meet daily targets under minimal supervision.
- High integrity and confidentiality in handling sensitive information.
- Willingness to travel and stay overnight in rural and remote terrains

HOW TO APPLY:

Join us in our mission to fight hunger and improve lives in Liberia. Apply now to make a meaningful impact! Please send your CV and motivation letter to:

recruitment@lr-actionagainsthunger.org with the position title and, stating your county where you are residing in the email subject line eg. “ **Enumerator Nimba**”, along with three work-related references from your most recent employers no later than 10th December 2025, 5:00 PM. All relevant certificates and degree must be accompanied.

Action Against Hunger is committed to diversity and inclusion within its workforce, and encourages all competent persons, irrespective of gender, religious and ethnic backgrounds, including persons living with disabilities, to apply and become part of the organization.

Action Against Hunger is committed to protecting all persons it comes into contact with through our work, including children and at-risk adults. Action Against Hunger has ZERO TOLERANCE towards all forms of harm and abuse.

Disclaimer: Please be aware that Action Against Hunger does not ask for any money during its recruitment processes. We strongly advise the public not be carried away by individual(s) making such false claims.

Action Against Hunger is an equal-opportunity Employer. Qualified women are particularly encouraged to apply.