TERMS OF REFERENCE (TOR)

Enumerators — Lite Salone Midterm Evaluation and Pre-Pilot Learning Study

Position	Enumerator (short-term)
Positions Available	Over 30 positions
Working Areas	Kambia, Port Loko, Karene, Bombali and Pujehun Districts
Fieldwork Period	October 2026
Minimum Qualification	College or university graduate
Application Deadline	**Thursday, 1 October 2026**
Application Link	**https://forms.gle/zx2PZtGjbXJymJ3XA**

1. Background

Development Decision Support (DDS) Limited has been contracted by Trócaire Sierra Leone to conduct the Lite Salone Midterm Evaluation and Pre-Pilot Learning Study. Lite Salone provides household solar lighting in Sierra Leone through an Energy-as-a-Service model, where households pay a monthly fee for a solar service. The study will measure how well the service is working for households, including households that have stopped using or paying for it, and what this means for the next phase of the project.

2. Purpose of the Role

DDS is recruiting over 30 enumerators to collect household survey data for the study in October 2026. Enumerators will interview households face to face using tablets, in the respondent's local language. In some districts they will also need to locate households from a list of past customers before interviewing them.

3. Working Areas & Languages

Enumerators are needed in the following districts. Applicants should speak the local language(s) of the district they apply for.

District	Languages Required / Desired
Kambia	Temne, Susu, Limba, Krio
Port Loko	Temne, Krio
Karene	Temne, Limba, Krio
Bombali	Temne, Limba, Krio
Pujehun	Mende, Krio

Applicants who live in or come from these districts are strongly encouraged to apply.

4. Main Duties & Responsibilities

- Attend the full enumerator training and pass the end-of-training assessment.
- Locate assigned households and confirm the respondent is the correct person before starting.
- Explain the study and obtain the respondent's consent.
- Conduct interviews on a tablet, asking every question exactly as written and recording answers accurately.
- Where required, trace past customers using a household list, phone calls and help from community members.
- Meet the daily interview targets set by the field supervisor and upload completed interviews each day.
- Correct errors when interviews are returned for checking.
- Look after the tablet and other equipment issued and return it at the end of fieldwork.
- Treat respondents and communities with respect and keep all respondent information confidential.

5. Qualifications & Requirements

Minimum Requirements:

- Holds a college or university degree.

- Fluent in Krio and at least one local language of the district applied for.
- Able to read and write English well enough to follow the questionnaire.
- Comfortable using a smartphone or tablet.
- Available to work for the whole data collection period in October 2026.
- Willing to travel to and work in rural communities, including walking long distances and staying overnight where needed.

Advantages:

- Previous experience as an enumerator on a household survey.
- Experience using KoboToolbox, ODK, SurveyCTO or a similar data collection app.
- Studying or holding a qualification in social sciences, development studies, statistics or a related field.
- Lives in or comes from the district applied for.

Women are strongly encouraged to apply.

6. How to Apply

Apply by completing the online application form: **https://forms.gle/zx2PZtGjbXJymJ3XA**

Application Deadline: Thursday 1 October 2026 **Application Portal: Click Here to Apply**

Only shortlisted applicants will be contacted. Shortlisted applicants will be asked to complete a short interview and language test. **DDS does not charge any fee at any stage of recruitment.**