

Terms of Reference
Consultant (Training and Coordination) (NCD, MoH&FW)

National Health Systems Resource Centre (NHSRC), New Delhi on behalf of Ministry of Health & Family Welfare is seeking applications from qualified candidates for the above mentioned post purely on contractual basis.

Roles and Responsibilities:

- Work closely with the NPCDCS programme team to conduct a training needs assessment for the health workforce vis-a-vis the programme needs.
- Develop a training strategy, in line with the programme needs.
- Support and coordinate updating of training modules and dissemination to states.
- Develop and implement innovative training methodology like E-Learning Package for wider dissemination of training materials.
- Support states to prepare training plans and training calendar for NPCDCS in coordination with the training plans of the other related health programme.
- Supervise trainings in states for quality and content and provide feedback for improvement as needed.
- Develop tools for evaluation of training programmes and support the states in conducting training evaluations.
- Compile and develop a comprehensive report on trainings at state level and suggest revisions as needed.
- Review and comment on the training components included under NPCDCS under the draft State PIPs.
- Additional technical roles (publications, studies, training and knowledge management) within assigned areas.
- Undertake any other assignments, which may be assigned from time to time.

Essential qualification & experience:

- A) MBBS with MD Community Medicine/Community Health Administration/Public Health or equivalent.
- B) At Least 2 years experience after obtaining post graduate degree.
- C) Experience of working in a teaching/training institution or Public Health Programme at National /State level (Desirable).

Age limit: Upto 45 years. Retired Govt. /Public sector officer's upto the age of 62 years are eligible to apply.

Remuneration: 60,000-80,000 per month (consolidated).

Reporting Officer: Adviser(NCD) / Director (NCD), Ministry of Health and Family Welfare.

Place of posting: New Delhi.

Note:

- (i) The applicant should be conversant with the use of computers in words processing worksheets for data compilation, basic analysis, internet use and presentation.
- (ii) The applicant should be able to tour extensively for monitoring and supervision.
- (iii) Age Limit: As on Last date of receiving of applications.
- (iv) Tenure: 1 year with effect from joining to the post
- (v) The remuneration shall be fixed in the range given, depending upon qualification and experience.

Note: The tenure is extendable as per rules and scheme guidelines as per preference and mutually agreed terms and conditions.

To Apply:

Candidates are requested to download the application form attached with the TOR, which is uploaded on the NHSRC website and email the duly filled application form to ncd.nhsrc@gmail.com by **6-Jun-2018**. Application submitted in other format will not be accepted. Please ensure to mention post applied for on the application form, without which the application form will not be accepted.