

Terms of Reference
Consultant – Human Resources for Health (HQ RRC-NE)

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| Name of Division | Public Health Planning & Evidence, RRCNE HQ |
| Reporting to | Director, RRC-NE, Guwahati, Assam |
| Name of Position | Consultant, Human Resources for Health |
| Number of position | One |
| Location | RRCNE, Guwahati |

NHSRC is seeking applications from eligible candidates for the position of Consultant, Human Resource for Health for its branch office – Regional Resource Centre for North Eastern States (RRC-NE) at Guwahati, Assam.

Background

National Health Mission (NHM) is the umbrella programme of the Ministry of Health & Family Welfare, Govt. Of India to provide universal access to equitable, affordable and quality health care which is accountable at the same time responsive to the needs of the people, reduction of child and maternal deaths as well as population stabilization, gender and demographic balance.

Objective

As Consultant, Public Health Planning & Evidence at regional level, the objective is to build capacities for technical assistance and programme management in public health at State level for implementation of NHM activities.

Roles & Responsibilities:

- Systematic collection, documentation & presentation of information regarding human resources for health, health systems and health needs including inputs for key decision makers.
- Analysis/review of data from HMIS and other health sources & its use for decision makers and the support to states and districts.
- Building capacities at district and state level for making state and district human resources for health plans and for review & improving the plans, using both epidemiological and HMIS inputs and support on budgeting and financial planning as required.
- Provide Technical Assistance to the states in rolling out of Bridge course for AYUSH practitioners and nurses
- Provide Technical Assistance in areas related to health systems strengthening and Human Resources for Health
- Undertake other assignments, which may be assigned from time to time by the Reporting Officer.

Output

Timely accomplishment of task and responsibilities and regular reporting to the Director, RRCNE at the end of every month

Qualifications and Experience

- MBBS with Post Graduation or higher qualification in Public health, Community health, Preventive & Social Medicine with a year of post qualification experience. In addition, other non-MBBS candidates with a post-graduate qualification in public health, social sciences or a related field and with two years of relevant work experience are also eligible to apply.
- Published work in the area of human resources for health, health systems or public health. (Desirable)
- Work experience/Competence in the area of human resources for health or health systems strengthening would be an advantage.
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point & Web surfing to search relevant data & documents.
- Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English.
- Demonstrated ability to work in a multi-disciplinary team environment.

- Demonstrated experience in operationalizing health programme at field level / working in strengthening of district level health systems would be an advantage.
- Willingness to travel to states & districts to provide technical assistance & ability to work on different assignments simultaneously to meet the timelines for assignments.
- For some tasks specific technical skills or part experience in some specific areas is desirable – these include Evaluation Techniques & Study Designs, Policy Development Work, data review, report writing etc.
- Formal educational qualification and experience could be relaxed when there is published quality work or work experience of specific relevance.
- Exact designation within the organization would depend on level of skills / knowledge as assessed by the panel and not on years of experience only.

Travel and Subsistence

The Consultant should be ready to travel extensively to State/District/Block/village levels. All travels must be authorized in advance by Director, RRCNE. The Consultant shall be reimbursed for travel as per NHSRC rules.

Reporting Requirements

The Consultant will submit monthly updated report to the Director, RRCNE

Workstation:

The workstation of Consultant is at RRC,NE, Guwahati. However, he/she may be required to relocate at any of the stations in any NE States on requirement of organization.

Consultancy Period

Initially, it will be for a period of one year. The first 3 months will be on a trial basis. Subject to satisfactory performance, the consultancy will continue for the full one year. The consultancy can be terminated by either part giving a notice of one month in writing.

The validity of the contract beyond 31st March, 2019 is subject to continuation of NHSRC/RRC-NE beyond 31st March, 2019. In case NHSRC/RRC, NE does not continue beyond 31st March, 2019, the contract shall be treated as withdrawn.

Remuneration Range: Between Rs. 44,000/- to Rs. 99,000/- per month*

**Fee offered within the band will be commensurate qualification and experience.*

The Consultant shall not be entitled to any other benefits, payments, subsidy, compensation or pension, except as expressly provided in the consultancy agreement. The consultant shall not be exempt from taxation and shall not be entitled to reimbursement of any taxes which may be levied as per existing rules on the remuneration received.

Age Limit: 40 years & below (as on last date of receiving the applications)

How 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 rrcne.recruitment@gmail.com by **7th February 2019**. 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.