

**Terms of Reference**  
**Consultant-Public Health Planning & Evidence (HQ RRC-NE)**

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

NHSRC is seeking applications from eligible candidates for the position of Consultant, Public Health Planning & Evidence 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.

**Scope of Work**

**Key Responsibilities**

- Facilitating implementation of NHM activities in the NE state
- Assist Director RRC-NE/ Sr. Consultant (PHP&E) on situational analysis of health sector in the state
- Assist in formulation of State Plans for NHM in the assigned states/ districts based on the findings of facility surveys conducted in the respective areas.
- Assisting the States in building capacities for technical assistance and decentralized programme management in public health.
- Facilitate the States in transforming District Hospital in to a knowledge hub vis-a-vis other activities under Model Health District.
- Monitor implementation of various programmes under NHM.
- Undertake studies on the health issues of the north eastern region.
- Assist Director, RRC-NE/Sr. Consultant in identification of technical assistance needs of different states to accelerate implementation of State Plans
- Provide technical assistance to State Programme Management Unit as necessary and conduct supportive supervision of programme implementation.
- Assist Director, RRC-NE in appraisal of reports/plans etc from time to time
- Undertake such other assignments, which may be assigned from time to time by MoH&FW- GOI, Executive Director - NHSRC, Director – RRCNE and State Govt. authorities.

**Output**

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

**Qualifications and experience**

- A Medical graduate (MBBS) with Post Graduate Degree/Diploma in Public Health Management/ Preventive & Social Medicine/Community Medicine or Masters in Public health or Community health

- Published work in the area of health systems or public health is preferable.
- At least 3 years post qualification experience in Health Systems Research or in Planning and implementation of service delivery.
- Demonstrated experience in planning and strategy development with policy and / or demonstrated experience in operationalising health programme at field level / working in strengthening district level health systems.
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point; any one computerized accounting package is highly desirable.
- Good oral presentation and writing skills.
- Demonstrated managerial skills and be able to lead a team.

#### **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 31<sup>st</sup> March, 2019 is subject to continuation of NHSRC/RRC-NE beyond 31<sup>st</sup> March, 2019. In case NHSRC/RRC, NE does not continue beyond 31<sup>st</sup> 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:** Not above 40 years.

#### **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](mailto:rrcne.recruitment@gmail.com) by **7<sup>th</sup> 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.