

**Terms of Reference**  
**Lead Consultant - Child Health (M&E and Documentation) – One Position**

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.

**Reporting to:** Deputy Commissioner (Child Health), MoHFW

**Roles and Responsibilities:** To assist Child Health Division in monitoring implementation of Child Health interventions under the National Health Mission (NHM)

1. Techno-managerial support to Ministry of Health & Family Welfare in Child Health programmes with focus on Planning, review, implementation of all work related to child health interventions.
2. Develop plans for the capacity building on data analysis and its timely use for planning/budgeting
3. Assist in trainings and capacity building, data analysis and use (including gap analysis/bottleneck analysis capacity building).
4. Data analysis, programme and reviewing situation on quarterly basis for informing to higher officers for decision making. Data analysis of surveys related to child health and RMNCH+A from time to time and developing reports and status papers.
5. Contribute to/support the preparation/design and conduct/update of situation analysis for the child health scenario under RMNCH+A spectrum, to ensure timely comprehensive and current data on child health and related factors available to guide policy and development, design and management of nutrition programs/projects.
6. Work with partners, and state government counterparts to develop, implement, monitor and report on program activities including work plans, budgets, activities, monitoring and evaluation (M&E) frameworks and reports for capacity building.
7. Assist in developing technical reports and review of existing guidelines and training manuals through field visits and dissemination of the same at the state/ district levels.
8. Coordinate with and provide support to concerned government officials in planning (e.g. preparation of state PIPs), State level implementation, using data for action and concurrent review of the newborn and child health program, with the aim of improving service delivery system.
9. Preparation of operational guidelines, white papers, policy notes for the programme
10. To undertake periodic field visits to states and districts to review programme implementation in the States, identify implementation challenges and support states in charting appropriate solutions
11. Review of technical documents and provide comments on behalf of Ministry of Health & FW on Child Health related subjects
12. Perform other duties as assigned by the supervisor to achieve the organizational goals.

**Eligibility:**

1. Post Graduate degree in Social Work/Population Studies/ MBA in Health Management/ Post Graduate Diploma in Health Management.
2. Minimum of 7+ years' experience in the field of public health, of which 2-3 years' experience in Reproductive and Child Health (RCH) with government at national or state level. Preference will be given to candidates who have worked with NHM/RCH at National/State Level.
3. Familiarity with the Indian health system, key stakeholders and relevant government policies/strategies particularly National Health Mission.
4. Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English.
5. Demonstrated ability to work in a multi-disciplinary team environment.
6. Demonstrated experience in implementing RCH trainings program at field level.
7. Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point & Web surfing to search relevant data & documents.
8. Ability to handle a variety of assignments under pressure of deadlines.
9. Willingness to travel to states & districts to provide technical assistance & ability to work on different assignments simultaneously to meet the timelines for assignments.
10. Formal educational qualification and experience could be relaxed when there is published work of high quality or whenever there is work experience of specific relevance.

**Desirable:**

1. Diploma/ Certificate in GIS Management in Public Health/ M&E of Health Programs/ Project Management.
2. Working knowledge of GBD Evaluation Tool and GIS mapping is essential.
3. Published work in the area of Reproductive and Child Health.

**Age:**Up to 55 years as on last date for receiving application and having sound health to undertake extensive field visits.

**Remuneration Range:**Between Rs. 1,30,000/- to Rs. 1,50,000/- per month

**Location:** New Delhi with willingness to travel to states and districts.

**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 [rch.recruitment@gmail.com](mailto:rch.recruitment@gmail.com) by **12-Jul-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.