

## **Terms of Reference**

### **Short Term - Senior Consultant (Collaboration and Coordination) (01)**

National Health Systems Resource Centre (NHSRC) has been set up under the National Health Mission (NHM) as an autonomous registered society, to channelize technical assistance and capacity building support to the states for strengthening the public health system.

NHSRC on behalf of Ministry of Health & Family Welfare (MoH&FW) intends recruiting the above mentioned Short Term position purely on contractual basis.

#### **Roles and Responsibilities:**

- **Provide technical assistance in the area of specialty** for facilitating the implementation of the 'National Viral Hepatitis Control Program' and achieving the yearly physical and financial targets at various levels.
- Responsible for **Program Implementation Plan** of allocated States (PIP) state PIP-through coordinating and incorporating inputs from program divisions, analyzing for consistency and synergy, reviewing component wise budgets, ensuring adherence to norms and provide inputs to states as required for revision and submission of final PIPs for discussion at the National Program Coordination Committee meetings.
- **Ensure timely submission of reports** on laboratory tests carried out in state and district laboratories to the NVHMU
- **Regular monitoring** of the functioning of District Laboratories and State referral lab network under the initiative and coordinate with IDSP for the same;
- **Identify best practices and innovations** within states and districts and support states to document and upload these on the innovation portal.
- **Collect and analyze state and national data** on components of the initiative on regular basis.
- **Building capacities** at district and state level for making health plans and for review & improving the plans.
- **Collaborate and coordinate** with the other existing National Health Programs and with inter and intra ministry for implementation of the initiative
- Undertake **periodic field visits** to states and districts to review program implementation in the states, identify implementation challenges and support states in charting appropriate solutions or enable linkages with appropriate institutions for technical inputs in the state or at national level
- **Mentor** junior Consultants in coordination work and analysis of data
- Provide **technical inputs** on thematic areas of health systems strengthening
- Undertake analytical documentation of field review visits to inform improvements in implementation.
- Develop study / evaluation protocols and undertake and/or guide studies as needed.
- Undertake other assignments, which may be assigned from time to time by the Reporting Authority.
- Undertake review of literature and stay up-to-date on current trends in health systems strengthening with regard to the initiative for prevention and control of viral hepatitis.
- Collect and analyse state and national data on components of the initiative on regular basis

**Eligibility Criteria:*****Essential Qualifications and Experience******I.***

MBBS recognized by Medical Council of India (MCI) / BDS recognized by Dental Council of India (DCI) with public health post graduate qualifications

***II.******Minimum Experience***

- At least 3 years relevant experience post qualifications in implementation/ service delivery for a National Program.

***Desirable Skills***

- Published work in the area of health systems or public health.
- 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. Working knowledge of Hindi is also desirable.
- Ability to work in a multi-disciplinary team environment.
- Experience in operationalizing health program at field level
- Willingness to travel to states & districts to provide technical assistance & ability to work on different assignments simultaneously to meet the timelines for assignments.

**Age Limit:** Age up to 45 years as on last date for receiving the application according to the advertisement.

**Remuneration:** Rs 90,000-1,30,000/- (Rupees ninety thousand to one lakh thirty thousand per month)

**Contract Tenure:** Three months

**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 [shortterm.mohfw@gmail.com](mailto:shortterm.mohfw@gmail.com) by **1-Nov-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.