

Terms of Reference
Consultant- Community Processes (RRC-NE)

Name of Cluster	Community Processes, RRCNE
Reporting to	Director, RRC-NE, Guwahati, Assam
Name of Position	Consultant, Community Process
Number of position	One
Location	RRCNE, Guwahati

NHSRC is seeking applications from eligible candidates for the position of Consultant, Community Processes 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, Community Processes at regional level, the objective is to strengthen and support the Community Process activities in the North East States.

Scope of Work

Key Responsibilities

- S/he should be a team player.
- Provide Policy and Programme support for CP as required at National and State Level
- Assist Director, RRC-NE/ Sr. Consultant-CP in leading State Level Technical support for ASHAs, mentor and guide NE State Counterparts in training and programme implementation. Also assist in designing and undertake research related to ASHA and other CP interventions
- Provide support to selected NE States as allocated, for implementation of Community processes programme: ASHA Certification, performance monitoring, support structure and management, including current information on state level policies for ASHA , VHSNC, VHND, training of ASHA, support structures, payments/incentives, VHSNC training, expenditures, ASHA and training database.
- Provide support to NE states in implementation of CPHC-HWC programs: Certificate Course in community Health, HWC implementation, support structure for HWC implementation, performance based and team based incentives etc.
- Conduct dissemination meetings.
- Liaison with Central and State level officials.
- High degree of analytical and writing capability, articulate and ability to represent work of the division at high level fore.
- Strong Interpersonal skills and ability to mentor junior Team Members.
- 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

Essential:

- A Medical Graduate (MBBS), Dental Graduate (BDS), AYUSH Graduate and BSc Nursing with Post Graduate Degree / Diploma in Preventive and Social Medicine, Public Health, Community Health or Community Nursing or any graduate with a regular full time Post Graduate degree in Social Work/ Social Science/ Rural Development.
- Have at least **2 (Two)** years post qualification experience in implementation of health programmes

- Experience in direct implementation of health service delivery programmes through government, NGOs or Regional Resource Centres at National/State/district level.
- Experience in one or all of the following: documentation, data analysis, and training.
- Excellent communication and presentation skills, analytical and interpersonal abilities. Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point; any other computerized statistical/analytical package is highly desirable.
- Excellent oral and written communication skills in English

Desirable:

- Working knowledge of Hindi/other major regional language
- Demonstrated ability to work in a multi-disciplinary team environment.
- Demonstrated experience in working with large scale Community Health Worker programs/state/district level public health programmes.
- Additional experience in working with cross-sectoral programmes; nutrition, water and sanitation, Panchayati Raj Institutions.

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/applicable updated report to the Director, RRCNE.

Workstation

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

Consultancy Period

Initially, it will be till 31st March, The first 3 months will be on probation. 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.

Consultancy fees

The Consultant will be paid a consolidated monthly fees as per NHSRC HR policy (within Rs.60, 000/- to Rs. 1, 20,000/-). 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.

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

Age Limit: Not above 45 years (as on last date of receiving of applications).

Candidates selected in this interview could be considered for other vacant positions at NHSRC requiring similar skill sets and at appropriate level.

To Apply: Candidates are requested to download the application form attached with the TOR, which is uploaded on the NHSRC/RRCNE website and email the duly filled application form to rcne.recruitment@gmail.com by **10th January 2021**. Applications 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.