

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

Name of Division	Public Health Planning & Evidence, RRCNE
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 Resources 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, Human Resources for Health 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 for the 8 NE States

Scope of Work

Key Responsibilities:

- (a) S/he should be a team player.
- (b) Systematic collection, documentation & compilation and analysis of information regarding human resources for health, health systems and health needs including inputs for key decision makers.
- (c) Analysis/review of data from HMIS and other health sources & its use to support the States / Districts to implement rationalized deployment of human resources in health along with identifying the gaps in training and skill development.
- (d) 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.
- (e) Provide Technical Assistance to the states in rolling out of Bridge course for AYUSH practitioners and nurses
- (f) Provide Technical Assistance in areas related to health systems strengthening and Human Resources for Health
- (g) 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

- (a) Medical Graduate (MBBS) or BDS, AYUSH, BSc Nursing, MSW with Post Graduation or higher qualification in Public Health, Community Health, Preventive & Social Medicine or Human Resources Management.
- (b) For MBBS graduates with **2 (Two)** years of post qualification experience is essential and for other graduates (BDS, AYUSH, BSc Nursing, MSW) **3 (Three)** years of post qualification experience is essential.
- (c) Published work in the area of human resources for health, health systems or public health. (Desirable)
- (d) Work experience/Competence in the area of human resources for health or health systems strengthening at State level would be an advantage.
- (e) Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point & Web surfing to search relevant data & documents.
- (f) Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English.
- (g) Demonstrated ability to work in a multi-disciplinary team environment.
- (h) Demonstrated experience in operationalizing health programme at field level / working in strengthening of district level health systems would be an advantage.
- (i) Willingness to travel to states & districts to provide technical assistance & ability to work on different assignments simultaneously to meet the timelines for assignments.

- (j) 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.
- (k) Formal educational qualification and experience could be relaxed when there is published quality work or work experience of specific relevance.

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 till 31st March, 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.

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 website and email the duly filled application form to rrcne.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.