

## Terms of Reference

### **1. Senior Consultant - Public Health Planning**

#### **Eligibility and Qualifications**

- **Essential:** MBBS with Post Graduate degree in Public Health or Preventive and Social Medicine.
- A minimum of 3 years of post qualification work experience in the field of public health.
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point; any database package is highly desirable.
- Excellent Communication & Presentation Skills, sound comprehension, analytical and interpersonal abilities, excellent oral and written communication skills in English.
- Have the skills to build a network of professionals for providing technical assistance for health sector reform.

**Age:** 25-40 years of age.

#### **Role and Responsibilities**

- Conduct situational analysis for an integrated and comprehensive approach to health systems development.
- Building capacities for technical assistance and decentralized planning in public health.
- Development of comprehensive proposals for district level planning.
- Assist the districts in implementing the DHAPs after they have been finalized.
- Assist the in monitoring the implementation process and policy Analysis
- Undertake such other assignments, which may be required by ED, SHSRC from you.

### **2. Senior Consultant - Health Care Financing**

#### **Eligibility and qualifications**

- **Essential:** Postgraduate in Health Economics/MBA in Finance/ ICWA
- At least 3 years' post qualification work experience in the health sector including health insurance.
- Computer Proficiency with high level of familiarity with commonly used packages like MS Word, Excel, and Power Point and finance/ accounts software.
- Excellent oral and written communication skills in English and Hindi.

**Age:** 25-40 years of age

#### **Role and Responsibilities**

- Budget and resource analysis for the health sector in the state.
- Assist the State in developing proposals for improving financial efficiency of the health systems.
- Assisting in policy analysis as economist using of information from NSSO surveys, and National Health Accounts work and other sources.
- Assist the state in understanding private sector contributions and work out strategies for government to play a stewardship and regulatory role.
- Assisting in undertaking unit cost analysis.
- Assist in designing and developing proposals for demand side service delivery systems.
- Undertake other assignments, as directed by ED, SHSRC.

### **3. Senior Consultant Quality Improvement / Quality Assurance**

#### **Eligibility and qualifications**

- **Essential:** MD in PSM/ Residential PGDHM from a well acclaimed institute.
- At least 5 years' post qualification experience of related work (3 years in case of medicine)
- Computer proficiency with high level of familiarity with data base management programme and commonly used packages like MS Word, Excel, and Power Point etc.
- Excellent oral and written communication skills in English and Hindi.

**Age:** 25-40 years of age.

#### **Role and Responsibilities**

- Assist in improving service delivery outcomes for quality improvement.
- Develop strategy for technical assistance to hospital management committees (RMRS) and district health societies (DHS) so as to deliver better quality health services.
- Undertake other assignments as directed by ED, SHSRC.

### **4. Senior Consultant - Community Participation**

#### **Eligibility and qualifications**

- **Essential:** Post graduation in Social Work / Rural development (Residential course from a well acclaimed institute)
- At least 5 years' post qualification experience in health sector.
- Computer proficiency with high level of familiarity with data base management fluent commonly used packages like MS Word, Excel, and Power Point.
- Excellent oral and written communication skills in English and Hindi.

**Age:** 25-40 years of age

#### **Role and Responsibilities**

- Assist ED in all activities of State ASHA Resource Center.
- Assist in improving service delivery outcomes through community participation.
- Assist in developing operational approaches for strengthening community participation in NRHM.
- Assist in orientation of health personnel to the strategies of community participation.
- Undertake assessment of community participation activities for the health sector.
- Develop a network of support for the community participation with civil society groups/ elected representatives/ other related departments.
- Undertake other assignments as directed by ED, SHSRC.

## **5. Senior Consultant Human Resource Development**

### **Eligibility and qualification**

- **Essential:** Residential MBA in HR from a well acclaimed institute.
- Minimum 5 years experience in developing and implementing policies for human resource development preferably in health sector.
- Published work or reports or studies in the area of health human resource development. If there is published work of quality or relevant policy experience, other qualifications could be relaxed

**Age:** 25-40 years of age.

### **Role and Responsibilities**

- Assist in developing policies and the skills needed for HRH planning.
- Develop protocols and undertake studies on HRH.
- Support in rapid the generation of appropriate human resources especially in nursing and paramedical.
- Coordinating and designing evaluation studies related to the HRH and its goals.
- Provide technical assistance for implementation of the NRHM in the state.
- Preparation of ToR inviting applications and facilitating recruitment.
- Other required tasks as directed by ED, SHSRC.

## **6. Senior Consultant - Public Health Administration**

### **Eligibility and Qualifications**

**Essential:** MBBS with Post Graduate degree in Public Health or Preventive and Social Medicine (PSM).

- A minimum of 3 years of post qualification work experience of public health.
- Proven ability to design and conduct operational research for HSR.
- Have the skills to build a network of professionals for providing technical assistance for HSR.
- Demonstrated ability to work in a multi-disciplinary team environment.
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel and Power Point.
- Excellent oral and written communication skills in English.

**Age:** 25-40 years of age. ( A retired person from Government may be considered based on proven track record)

### **Role and Responsibilities**

- Assist state / district level administrations in undertaking a situational analysis on Health Sector.
- Facilitate development and implementation of the proposals for an integrated to health systems development.
- Facilitate implementation of NRHM including preparation and appraisal of District and State health plans.
- Assist the districts in implementing the DHAPs.
- Assist in monitoring the implementation process and policy analysis.
- Undertake such other assignments as directed by ED, SHSRC.

**Remuneration of all positions of Senior Consultant is Rs. 35000/- which is likely to be revised.**

*The responsibilities will entail extensive travelling.*

**Reporting:** All Senior Consultant will report to the Executive Director, SHSRC. Executive Director is the Team Leader of SHSRC. Thus all Senior Consultant will report him directly.

**Only those candidates who possess essential qualification and experience are requested to appear for an** interaction with a Selection Board in NRHM Directorate, Swasthya Bhawan on 17 January 2011 at 10:00am. They will bring original and one set of photocopies of all documents claimed for selection. No TA/DA for interview shall be paid for joining interviews.