

Terms of Reference

Senior Consultant – Human Resources for Health/Health Policy and Integrated Planning

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. The NHSRC is also mandated to contribute towards National strategic health planning and programme design.

About HRH/ HPIP division: The Human Resources for Health/ Health Policy and Integrated Planning division of NHSRC focuses on providing support and technical assistance to the MoHFW and to the states in strengthening HRH, developing policies regarding health systems strengthening and integrated planning.

The team has been supporting the states in,

- developing comprehensive strategies for HRH,
- strengthening HR cell at state level through capacity building for comprehensive management of all staff,
- devising strategies for improving planning, recruitment and retention of HRH, workforce management and performing salary rationalization.
- implementing health systems approach
- strengthening Integrated planning

The team also conducts systematic studies for formulation of evidence-based plans related to HRH.

If you have a commitment to health equity and excellence, here is a unique chance to work with a team committed to shaping the public health landscape in India. The position offers you an opportunity to actually participate in the process of strengthening health systems, improving health service delivery and enabling positive health outcomes, through hands on implementation assistance at national, state and district levels. Working with a transdisciplinary team, you can discover, adapt, co-create and disseminate solutions to multiple challenges related to service delivery systems, universal primary health care, human resources for health, community processes, health financing, quality of care, public health planning and health promotion. This is an opportunity to support health systems strengthening at scale, learn from district and sub district implementation, undertake knowledge translation, and enable realization of the vision of universal health coverage.

NHSRC intends to engage Senior Consultant – Human Resources for Health/ Health Policy and Integrated Planning, purely on contractual basis.

Roles and responsibilities

- Provide policy and programme support for Human Resources for Health/ Health Policy and Integrated Planning at national and state level
- Provide technical support to states on HRH as per programme guidelines, policies and directives of MoHFW
- Monitor the progress of division's work plan and ensure timely completion
- Coordinate with MoHFW and states as per the requirement of the division and directions of Advisor
- Conduct regular field visits to review and monitor implementation of guidelines, policies and directives on HRH and programme management; guide and support states in mitigating implementation challenges; document good practices.
- Mentor the team; review and supervise the tasks performed and documents prepared by the consultants and fellows, provide feedback and share revised document with Advisor for final review and feedback
- Lead the appraisal of the Programme Implementation Plan (PIP) of the assigned states.
 - Appraise PIP of the assigned states
 - Orient consultants and fellows on the PIP appraisal
 - Review the discussion points for NPCC prepared by the consultants/ fellows and finalise it
 - Review and finalise the recommendations provided by consultants/ fellows based on decisions taken during NPCC and finalise it.
- Lead the assessment/ research studies as per work plan and
 - Develop study protocol and guide
 - Guide consultants on study methodology, analysis framework, and study tools
 - Monitor the progress and take necessary interventions
 - Review and finalise documents and share final report to Advisor (concept note, study tool, study report, presentation)

- Develop guidelines, notes, reports, training materials, policy briefs, presentations related to HRH and Programme Management
- Review the field visit reports of prepared by the consultants/ fellows and inform states on key observations
- Maintain database of all relevant documents and data related to allocated work areas
- Undertake other assignments, which may be assigned from time to time by the Reporting Officer.

Qualifications, skills and experience

Qualification

- MBBS with Masters/ post-graduate diploma in Public health, Health Management, Health Economics, Hospital Management Or
- Other non-MBBS candidates with a full time 2 years MBA/ Masters degree or post-graduate diploma in public health, hospital management. Among non-MBBS, graduates in Economics, Nursing, Psychology, Physiotherapy with Masters in public health would be preferred.

Experience:

- In case of MBBS candidate with Masters/ PGD in Public Health and associated field as described above, at least 5 years of post-qualification experience in public health sector. Preference would be given to those who have practiced medicine in PHC/blocks or have been part of the NHM.
- In case of non MBBS candidates, at least five years public health work experience is required. Candidates with experience in consulting, particularly those who have worked on State/MoHFW assignments would be preferred.
- Work experience/Competence in the area of planning particularly at State/district/block level for health or health systems strengthening would be an advantage.
- Published work in the area of Health Systems/ Human Resources for Health/ Public Health (desirable)
- 5 years is minimum experience required. A candidate with about 8-10 years of experience in the health sector across different levels: Field/facility level implementation/assessment, state and national level would be given preference.

Skills:

- Understanding of Human Resources for Health and other health issues in Indian context
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel and Power Point. Internet savvy i.e. good at web surfing to search relevant data and documents.
- Excellent writing and analytical skills
- Understanding of research and knowledge of qualitative and quantitative research methodologies
- Able to triangulate and analyse data (qualitative and quantitative) and prepare reports
- Ability to work in a team setting
- Ability to work on different assignments simultaneously to meet the requisite timelines

Other important qualities:

- Passionate and motivated to work on public health issues and complete assigned tasks on time and is open to learning
- Flexible to put in hours beyond the usual office timing to finish the assigned task
- Good at follow through practices and a penchant for finishing quality work
- Willingness to travel to states and districts to provide technical assistance

Formal educational qualification, age and experience could be relaxed when there is published work of high quality or wherever there is work experience of specific relevance.

The above roles and responsibilities, qualifications, skills and qualities are required to succeed at work in NHSRC. We have a strict probation policy and those who do not meet these requirements are not confirmed. If you have the ability and strong conviction to prove yourself through good work, you are invited to apply for the advertised posts.

Age Limit: 50 years or below. (As on last date of application)

Location: New Delhi with willingness to travel on need basis

Consultancy Fee Band: Between Rs. 90,000/- to Rs. 1,50,000/-

Actual remuneration would depend on educational qualifications, experience and past salary.

There could be multiple rounds of tests for selection, consisting of all/any among written test (subjective and objective), Data analysis/interpretation, Computer proficiency and interview. Wherever possible, it will be conducted virtually.

- 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 nhsrc.hrh@gmail.com **only by 14-October-2020**. Applications submitted in other formats or through other channels with an intent to influence may be a reason for rejection. Please ensure that the post applied for is clearly mentioned on the application form, without which the application form will not be accepted.