

TERMS OF REFERENCE

General	
Position	Regional Programme Manager
No. of Post	3 (Three)
Location	Regional Programme Management Unit
Duration of Contract	<p>The recruitment will initially be for a period of eleven months which shall be extendable upto three years subject to following conditions:</p> <p>(A) Performance is found satisfactory after objective review of work performance (B) Sanction of the post in RoP under NHM (C) Availability of fund.</p> <p>The contract may be further extended beyond three years subject to fulfilment of criteria (a), (b) and (c) mentioned above.</p>
Eligibility Criteria	
Category : UR – 02, BC (F) - 01	
Maximum Age : UR (Male) – 37 yrs, UR (Female)- 40 yrs, BC/EBC (Male/Female)- 40 yrs, SC/ST (Male/ Female)- 42 yrs as on 1 st January, 2019. 10 years relaxation in age will be admissible to differently abled candidates.	
Essential :	
Qualification :	
<ul style="list-style-type: none"> • Post Graduation or higher qualification from AICTE recognized institute in Public Health/ Community Health/ Social Welfare/ Rural Development/ Rural Management. • Computer proficiency with high level of familiarity with MS Office, Excel, Power Point and Internet. 	
Desirable :	
Experience :	
<ul style="list-style-type: none"> • At least 3 years post–qualification work experience. 	
<u>Other information/Requirements/Conditions</u>	
Roles and Responsibilities :	
<ul style="list-style-type: none"> • Provide technical and managerial assistance for implementation of the NHM and its goals in the districts falling under that region, as may be agreed upon from time to time with State Health Society. • Assist the Executive Director, State Health Society, Bihar in all the matters relating to overall management of human and financial resources under the package of NHM in the region. • Set up and manage regional programme management unit. • Analyze financial and physical progress report of all the districts in the region and take corrective measures for improving output. • Submit regional reports and organize regional meetings for reviewing the NHM programme in the districts. • Support and guide District Programme Management Unit of the concerned districts in the region in matters related to expenditure, releasing grant, preparation of budget etc for overall control of financial matters. • Provide necessary support to technical consultant appointed at state and field level during their field visit in their region. • Identify the cause of any unreasonable delay in the achievement of milestones or in the release of funds and propose corrective action. 	

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- Regular follow up of the programs and report to concerned authority accordingly.
- Ensure participation of Government authorities, development partners in the process to develop operational plans and strategies, monitoring the implementation process and progress.
- Ensure preparation of Annual Action Plan for district under NHM and ensure that proposed activities are implemented timely and as per the prescribed process.
- Documentation of the best practices/success stories.
- Undertake studies and budgeting and financial planning as required by the low performing districts of the region.
- Undertake field visits in the districts falling under that region.
- Undertake any other duties assigned to him by ED, SHSB and his team.

Desirable Skills :

- The ideal candidate should possess excellent managerial and leadership skills.
- The ideal candidate must also have effective decision making abilities, possess excellent communication skills, be a creative problem solver and have the ability to multi-task.
- Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English. Working knowledge of Hindi also desirable.
- Demonstrate experience in operationalizing health programme at field level/ working in strengthening regional/district level health system.

Remuneration:

Consolidated remuneration of Rs. 43,000/- per month.

Agreement

Selected candidate will have to sign a contractual agreement with SHSB/RPMU.

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