

8th January, 2019



‘India Health Action Trust (IHAT) aims at improving public health initiatives by supporting programs nationally and globally through providing comprehensive technical assistance in program planning, management and monitoring.

IHAT has set up a Technical Support Unit (TSU) with a support of National AIDS Control Organization (NACO) to support State HIV /AIDS programs particularly Delhi State AIDS Prevention Society in the areas of achieving the NACP goals and objectives, targeted interventions, strategic planning, etc. working with core /high risk groups and bridge population.

IHAT invite applications for the following position/s from competent and committed development professionals who are seeking meaningful and challenging assignments in TSU of Delhi SACS. Ideal candidate(s) should possess:-

1. Team Leader -Technical Support Unit: Position: 1, Delhi

QUALIFICATION (Essential):

Ph.D, Master degree in Public Health / Community Medicine / Social Sciences or any other relevant discipline with at least 8-10 years’ experience in managing HIV prevention programs. The incumbent must have experience in leading/ handling large scale TI programs and working experience in a Govt. set up, NGOs and CBOs.

JOB RESPONSIBILITES

- Overall in charge of TSU.
- Technically support SACS in mapping and site validation of HRGs and bridge population.
- Support SACS in strategic planning of programs based on mapping, need assessments and gap analysis.

- Provide technical support to SACS and DAPCU for preparation of evidence based Annual Action Plan.
- Develop district categorization and district wise implementation plans.
- Develop monthly/ quarterly work plan for TSU along with budget and quarter wise deliverables.
- Coordinate and facilitate coordination with DAPCUs on Tis.
- Liaising with SACS, government and other agencies.
- Coordinate reviews of the monthly plans by SACS.
- Coordinate reviews of the monthly plans by PD, SACS with TI division SACS and TSU team.
- Provide supportive supervision to Team Leaders (Training and Targeted Intervention) and Program officers (including TI, STI, M&E & Communication & Advocacy).
- Assess capacities of TSU team members and build their capacity to improve program qualities.
- Identify innovations in the field and facilitate knowledge sharing among SACS partners.
- Provide technical support to TIs with a minimum of 10 days on the field. A detailed tour report to be submitted on a daily basis and complete report within 3 days of completion of tour.
- Identify and develop linkages between TIs for HIV services viz. ICTC, STI clinics, ART centres and CCC.
- Coordinate with Condom Social Marketing Organizations to ensure consistent supply of condoms.
- As member of the TSU Monitoring Committee, coordinate the quarterly TSU Monitoring Committee meeting.
- Submit Quarterly / Annual progress report/ Annual report to SACS, NTSU.
- Supervise TSU admin and finance in TSU.
- Supervise documentation of good practices and disseminate the same through various forums.

PERSON SPECIFICATION AND COMPETENCIES

- Experienced at leading large and diverse teams (more than 20 people) and has worked at the state or national level.
- Experience in working with government and non-government agencies at national, state and district levels with success in leveraging and linking with services and schemes provided within these sectors.
- An out of box thinker, able to implement innovative ideas & and possess good negotiation, communication, analytical and documentation skills in English and local language.
- Excellent English language communication skills both written and spoken are essential.
- Excellent analytical, problem solving and decision making skills
- Proven managerial and leadership skills. Demonstrated mentorship and team building skills
- Should be familiar with the organization and functions of the state and local public health systems/ SACS.
- Coordination and liaison skills. Proficiency in computers

- Passion to work for the cause of HIV /AIDS and openness to work with the vulnerable community, High risk groups and PLHAs.
- Previous experience in working with the state is desirable.
- Readiness to travel and relocate oneself is expected.

Reporting: The Team Leader – TSU will be reporting to the Project Director – Delhi SACS and the Managing Trustee of IHAT, Bangalore

Salary range: The salary for the Team Leader – TSU position in the range of CTC of Rs. 60,000/- to Rs. 70,000/- per month which will be fixed based on qualification, overall experience, relevant experience, interview performance etc

IHAT provides safe working environment for all its employees; follows the principle of equal opportunity and encourages women applicants to apply. Physically challenged candidates with required skills /knowledge and willingness to travel are also encouraged to apply.

We will be following a systematic selection process to fill these position based on experience, competency, suitability, aptitude to work with our HIV programmes and in-depth project knowledge. Only short listed candidates will be invited for interview.

Above position demands excellent communication interpersonal /computer skills and involves extensive travel. Preferences will be given to local candidates who have work experience in HIV Programmes in Government / INGOs /NGOs.

How to apply:

Interested candidates may please apply using the ‘Online IHAT Application Format’ by clicking on <http://ihat.in/vacancies/ihat-delhi/> or visit IHAT Vacancy Page at www.ihat.in on or before 23rd January, 2019. Please note only shortlisted candidates will be invited for interview.