

NATIONAL CONSULTANT (MONITORING & EVALUATION)

Organization:

TCI Foundation an autonomous organization works in the development and implementation of national development programs/projects in coordination with the Government, Public Sector Undertakings, National and International development agencies to serve the nation with motto of equality and better life for all citizens in the country.

Global Fund Support for Intensified Malaria Elimination Project (IMEP-2)

TCI Foundation is one of the Principal Recipients of Global Fund Grant for the period 2021 to 2024 and has been assigned the responsibility to work in unison with National Centre for Vector Borne Diseases Control (NCVBDC) Ministry of Health & Family Welfare (MoHFW) Government of India for Intensified Malaria Elimination Project (IMEP-2).

Job Description:

TCI Foundation invites applications for the position of **National Consultant (Monitoring & Evaluation)** purely on contractual basis. The selected candidate on this position would be required to maintain good liaison with the authorities and officials of NCVBDC, State VBDC, District VBDC, internal and external agencies for the progression and completion of program activities within the given timeframe.

(i) **Purpose:**

Technically support NCVBDC for effective implementation of GFATM supported Intensified Malaria Elimination Project (IMEP-2) in various States at National/ State/ District/ Sub-district levels. The position would play a critical role in evidence-based decision making at various levels to bring efficiency and effectiveness in the Programme and in bridging the gaps between planning and implementation.

(ii) **Job Responsibilities:**

- Monitor the malaria epidemiological situation in the States/ UTs/ Districts and support/ supervise various components of programme planning and implementation including programme implementation plans of states and districts.
- Develop comprehensive monitoring & evaluation plan including data collection tools, reporting formats, log frame, matrix for monitoring and evaluations etc. and to ensure its implementation in an effective and participatory manner in the states/ UTs.
- Supervise and monitor Human Resource at various levels, analyze their monthly activity reports and provide feedbacks to them.
- Plan, develop and implement methodology for mid-term/ end-term evaluation of the project at various levels and the Programme as a whole including tools, test instruments, explicit indicators for supportive supervision & monitoring of the project/ programme.
- Work in close collaboration with NCVBDC Officers, other National Consultants and other public & private stakeholders at various levels to ensure quality implementation of the project/ programme.
- Assist in the implementation of HMIS, to review its status from time to time and to contribute in preparation and submission of guidelines and information products in relation to overall M&E/MIS.
- Review the monthly/ quarterly/ annual reports received from states/ districts, based on agreed targets and progress made along with dashboard related programme indicators.
- Ensure consolidation and dissemination of approved annual work plans to state/district VBDC and prepare timely progress reports based on results framework.

- Provide timely updates to NCVBDC in terms of problems faced/issues identified at state/ district level and actions needed/ taken.
- Develop operational plan for carrying out IEC/BCC activities in collaboration with National/ State Consultants (IEC/BCC).
- Develop operational plan for strengthening entomological surveillance and response in collaboration with National/ State Consultants (Entomology).
- Liaison with the National Informatics Centre (NIC), Integrated Disease Surveillance Programme (IDSP) and other National health programmes on implementation of strategies on surveillance, monitoring & evaluation etc.
- Facilitate epidemic preparedness in the States/ UTs/ Districts for tackling malaria and other VBD outbreaks and ensure rapid response thereto.
- Support NCVBDC and States/ Districts in execution & documentation of strategies for addressing important issues such as cross border malaria, drug & insecticide resistance, asymptomatic malaria, standard treatment guidelines, malaria elimination certification process etc.
- Undertake field visits in States/ UTs/ Districts (atleast 10 days a month) to analyze the situation, assess implementation, finding gaps and take corrective actions accordingly, in a manner that maximizes coverage of health facilities/ villages and effective utilization of resources.
- Undertake training/ capacity building of NCVBDC & other healthcare staff at National, State, District and Sub-district levels, online as well as in-person.
- Participate in planning and organization of review meetings at National and Sub-national levels.
- Participate in the development of national Strategic plan (2022-27) and coordinating with WHO members, other organizations, Malaria experts and NCVBDC officers.
- Undertake any other task assigned by the Reporting authority.

(iii) **Qualification and Experience:**

MBBS with post-graduate qualification (Degree/Diploma) in PSM/ Community Medicine/ Public Health.

OR

MBBS with MPH with 5 years' experience in Public Health at National or State level.

OR

BDS/ BAMS/ BHMS/ B.Pharma/ with MBA (Health Management)/ MPH with 5 years' experience in Public Health at National or State Level.

OR

Masters in Demography and Population Studies/ Biostatistics with 5 years' experience in Public Health Program at National & State Level.

(iv) **Skills**

- Strong expertise in the domain of surveillance, field epidemiology, outbreak response, VBD control.
- Computer proficiency with commonly used software/ packages like MS Word, Excel, Power Point & Web surfing.
- Knowledge and proficiency in statistical software packages such as SPSS, Epi Info etc.
- Excellent communication (oral and written) and presentation skills, analytical and interpersonal abilities.

- Demonstrated ability to work in a multi-disciplinary team environment.
- (v) **Nature of appointment:** The appointment will be on contract basis initially for a period of one year and thereafter extendable for specified period on the basis of performance appraisal to be assessed for work output, personal attributes, functional competency etc.
- (vi) **Reporting:** Reporting will be to Nodal Officer, GFATM under the overall supervision of Director, NVBDCP.
- (vii) **Age:** Upper age limit is 55 years (may be relaxed in exceptionally qualified/ experienced candidates) and ready to travel extensively.
- (viii) **Remuneration and Annual Increment:** Up to Rs. 150,000/- per month (consolidated). Remuneration would depend on qualification, experience & performance during written test/ interview. Annual increment would be based on performance appraisal and as per Global Fund policy.
- (ix) **Posting Place:** National Centre for Vector Borne Diseases Control (NCVBDC) Ministry of Health & Family Welfare (MoHFW) at Delhi.
- (x) **Deliverables:** Submit a Monthly Activity Report and Annual Report to Reporting Officer in NCVBDC. Performance appraisal would include review of monthly activity reports, field visits, timely completion of activities and innovations done and annual assessment.
- (xi) **Selection:** Selection and appointment shall be carried out through advertisement followed by walk-in written test/ virtual or in person interview, if short listed.
- (xii) **Service Tenure:**
The candidate would be required to serve the organization till 31st March 2024 provided there is no termination of services by the organization.
- (xiii) **Equal Opportunities:** TCI Foundation is an equal opportunity employer. Employment at TCI Foundation is based solely on individual's merit and qualifications directly related to professional competence. TCI Foundation does not discriminate against any employee or applicant because of race, caste, creed, colour, religion, gender, origin, disability, marital status, or any other basis protected by law.
- (xiv) **How to Apply:** Candidates applying for the position are requested to adhere to following:
 - a) Check your eligibility.
 - a. Duly filled Application Form (link placed below)
 - b. Given the large volume of applications we receive, we are unable to respond to all applicants and our responses are limited to those who are short listed.
 - c. Merely fulfilling the eligibility and applying for the position does not entitle the candidate to be called for interview.
 - d. No TA/DA will be paid to attend the interview in person, if invited.
 - e. The advertised position can be cancelled/varied as per the discretion of the employer.

[Apply Here](#)