



**POPULATION SERVICES INTERNATIONAL, INDIA  
JOB DESCRIPTION**

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**TITLE:** Field Program Coordinator

**NUMBER OF POSITIONS:** Twelve (12)

**LOCATION:** Agra, Uttar Pradesh

**DEPARTMENT:** Programs

**REPORTS TO:** Field Program Coordinator

**SUPERVISES:** None

**GRADE LEVEL:** III

**CATEGORY:** Program Operations

**OPEN DATE:** January 19, 2022

**CLOSING DATE:** January 30, 2022

**EMAIL ID:** [careers@psi.org.in](mailto:careers@psi.org.in)

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*PSI India/INDIA is a non-profit, nongovernmental organization dedicated to improve life for SARITA in India, particularly the improvement of reproductive and sexual health, improved services for the health of mothers and children, sustainable sanitation solutions for cities and slums. PSI India was incorporated in 1980 under the India Societies Act of 1860 and began implementing full-scale activities in 1988. Over the past thirty-three years, PSI India has collaborated with the Government of India and a number of donors to implement various programs towards increasing the use of modern contraception for family planning, to provide products and services for the health of mothers and children and to decrease the spread of HIV/AIDS and TB. For more information, please visit [www.psi.org.in](http://www.psi.org.in) .*

**About specific Program:**

The Project Universal Access to Quality (UAQ) Contraception, building on a previous investment called Expanded Access and Quality to broaden method choice (EAQ) will apply a Total Market Approach (TMA) for comprehensive, client-centric, consumer-powered FP which places choices in the hands of the consumer with a focus on youth and low-income clients. By this, the project aims to empower clients who desire to delay or space their pregnancies to choose and use the method of their choice.

**POSITION PURPOSE:**



The position will work in collaboration with Field Program Coordinator/City Implementation Lead in demand creation for family planning benefit package, products and services amongst the slum population of the city. The FPA will carry out project implementation in the identified slums of the city, specifically targeting women, men and other vulnerable populations. S/he will work closely with Field Program Coordinator and City Implementation Lead to ensure the implementation of the demand generation activities.

**A. DUTIES AND RESPONSIBILITIES:**

- Identify and enroll potential eligible couple of assigned ASHAs area and enroll them to ECR app for availing FP services.
- Roll out of the benefit package among the potential eligible couples of the assigned urban ASHA areas
- Create demand aggregation among potential eligible couple to access and accept FP services available in benefit package
- Coach and mentor urban ASHA for identification eligible couples in her area for usage of FP services
- Attend regular meetings at UPHCs, Private accredited facilities to support women and men to avail FP services without any hassle
- Mentoring and coaching of counsellors at private/Government facilities
- Regular follow up with women and men who have availed FP services to ensure continuity of the FP method
- Working with ASHA and MAS to facilitate demand aggregation
- Timely reporting of the beneficiaries who have availed FP services to respective FPCs and take guidance for mobilization of the resistance couples
- Any other tasks assigned by the supervisor or competent authority

**B. QUALIFICATION AND EXPERIENCE:**

- Graduate with 1-3 years of relevant experience.

**C. SKILLS:**

- Eagerness to learn.
- Leadership ability, including the capacity to set and manage accountability of self and others.
- Ability to communicate clearly and concisely, orally and in writing in English and Hindi and to make effective presentations to the communication Team.
- Computer skills.
- Ability and willingness to travel extensively in rural areas.

**D. COMPETENCIES:**

- **Drive Change and Innovation:** act with urgency for continuous improvement and with a bias towards action; promote development of breakthrough solutions; embrace and advocate



innovations that improve results; aggressively promotes the need for breakthrough improvements.

- **Develop Others:** give people challenging assignments to develop their capabilities; provide timely coaching, instruction and feedback, create an environment where failure is seen as an opportunity to learn; Coaches others and helps them develop their knowledge and skills; Give people authority to make decisions.
- **Act with Long Term Perspective:** take actions today to build a strong foundation for future success; identify and take advantage of emerging opportunities; keep PSI India's long-term goals.
- **Manage Complexity:** clarify issues in complex or ambiguous situations; balance competing priorities or goals; manage effectively in matrix organization; make timely decisions using available facts in ambiguous situations; make sense of inconsistent data; Keeps focused on key objectives and results when addressing the details of a situation.
- **Influence Decisions & Actions:** build support for recommendations and decisions; find common ground and mutual benefits to gain agreement and commitment; show enthusiasm, excitement and passion for goals. Identifies and communicates benefits to get agreement.

*PSI India is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of race, religion, national origin, sexual orientation or disability*