



**POPULATION SERVICES INTERNATIONAL, INDIA
JOB DESCRIPTION**

TITLE: Field Program Coordinator (Private Sector)

NUMBER OF POSITIONS: Two (02)

LOCATION: Agra, Uttar Pradesh

DEPARTMENT: Programs

REPORTS TO: City Implementation Lead

SUPERVISES: None

GRADE LEVEL: IV

CATEGORY: Program Operations

OPEN DATE: January 19, 2022

CLOSING DATE: January 30, 2022

EMAIL ID: careers@psi.org.in

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.

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:

To facilitate City Implementation Lead in engaging 50 accredited private sector facilities of Agra for delivery of FP services. S/he will be responsible for closely working with accredited private sector providers for timely uploading of FP services in HS portal and it is also verified by government for smooth reimbursement process. Guide and coach FPAs to ensure that the women and men for proper referral mechanism which is established for providing the FP services. S/he will also be responsible for organizing the joint meeting for the private providers with Government officials to improve the referral services of Family Planning services at accredited facilities. S/he will support the City Implementation Lead for all MIS of accredited private facilities and ensure the timely data collection and submission in PMIS.

A. DUTIES AND RESPONSIBILITIES:

- Identify and map all accredited facilities of Agra and ensure their willingness to provide support for delivering FP services
- Facilitate the private sector engagement in FP
- Guide and coach FPAs to make understand about the referral mechanism in private sector
- Roll out of FP benefit package in assigned accredited private sector facilities
- Support private sector data person in timely uploading of FP services data into HS portal as per the timeline
- Coach and guide private sector support staff for counselling of women and men on FP informed choice.
- Work closely with the Private health facilities for the timely services to the referrals and ensure quality services.
- Facilitate the process of FDS Calendar for each of the accredited facilities.
- Assist City Implementation Lead in the overall achievement of the program deliverables.
- Any other task assigned by the supervisor or competent authority

B. QUALIFICATION AND EXPERIENCE:

- Post Graduate with 1-3 years of relevant experience OR Graduate with 3-5 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