



**POPULATION SERVICES INTERNATIONAL, INDIA**  
**Scope of Work (SOW)**

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**TITLE:** Consultant  
**LOCATION:** Various Districts of Bihar, Jharkhand & UP  
**DEPARTMENT:** Research or Program  
**REPORTS TO:** Manager-MLE  
**ROLE OF:** Data Collectors  
**Data NO OF POSITIONS:** 10 (Bihar-3, Jharkhand-2, UP-5)  
**TERM OF THE CONTRACT:** 6 months (till Dec'24)  
**GRADE LEVEL -** Equivalent to Grade F  
**NATURE OF THE CONTRACT:** Field Staff

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**About PSI India:**

PSI/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 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 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:**

PSI India implemented The Challenge Initiative for Healthy Cities (TCIHC) program in India with an objective to increase the use of modern methods of contraceptives among the urban poor. The program has completed five years of its implementation in various cities across Uttar Pradesh, Madhya Pradesh and Odisha. Building on the first five years, program will expand as TCI Next Gen in India and will work for the next four-year period in states of Uttar Pradesh, Jharkhand and Bihar across multiple locations. The program is funded by Bill & Melinda Gates Foundation and Bayer AG. TCI NextGen in India will apply the "Lead, Assist and Observe" coaching model to efficiently create sustainable impact through a demand- driven model accelerating scale-up in newer geographies. The coaching support will be expanded to state governments of Bihar and Jharkhand with continued support to state Government of Uttar Pradesh to achieve greater self-reliance and to sustain improvements in urban health systems. TCI NextGen will capitalize the private sector and facilitate the development of private/public partnerships to increase Family Planning(FP) services in urban communities.



## **POSITION PURPOSE:**

To collect TCI program data through various tools from the TCI supported facilities of the 21 cities (Begusarai, Bhagalpur, Gaya, Munger, Pashchim Champaran, Patna, Rohtas, Bokaro, Deoghar, Dhanbad, East Singhbhum, Ranchi, Bijnor, Bulandshahr, Rampur, Etawah, Jalaun, Farrukhabad, Hardoi, Unnao, Mau, Budaun, Hapur, Mainpuri, Rae Bareli, Sambhal)

## **DUTIES AND RESPONSIBILITIES:**

- UPHC and DH level facility visit to review documents/ data and meeting minutes.
- Ensure timely monthly data collection of horizontal scale up tool and QI checklist (City, UPHC and DH level)
- Ensure quarterly data collection of HSS checklist (Leadership & ownership, Data quality, Capacity building, LG commitment and spending, data for decision making)
- Prepare action plan with all the UPHCs and DH and discuss it with city level officials along with city lead and ensure timely accomplishment of quarterly actions.
- Ensure monthly review of ASHA documents and UHIR, due list.
- Observe facility level activities like FDS, MoM, review meetings, coaching platforms and QI checklist.
- Routine data quality assurance visits to all the facilities and prepare report and action plan.
- Support in data entry/ data analysis and compilation of qualitative and quantitative reports.
- Any other work, as and when assigned by the supervisor.

## **A. QUALIFICATION AND EXPERIENCE:**

- Graduate with 3-5 years of relevant experience or Post-graduate with 1-3 years of relevant experience.
- Preference will be given to person having experience in quantitative HH survey data collection, field monitoring and surveys on family planning.
- Knowledge of MS office especially MS excel.
- Preference should be given to those who have worked in maternal and child health or family planning programs.
- Good communication skills (speaking and writing) in Hindi/Oriya (as applicable)

## **B. SKILLS:**

- 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/Oriya and to make effective presentations to the communication team.



**Terms of Payment:**

- On the completion of assigned task and submission of monthly deliverables.
- On a monthly basis, submission of Invoice.
- No advance will be awarded to the consultant.
- In case of failure to meet the project expectations as per the work order, necessary measures in terms of deduction/forfeiture of payments may be done as deemed fit.

**Project Allocation (from where the payment is to be made)**

TCI NextGen MLE - TA (100%)

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