



POPULATION SERVICES INTERNATIONAL, INDIA

JOB DESCRIPTION

TITLE: Senior Manager - Program Implementation

NUMBER OF POSITIONS: 8(Eight)

LOCATION: Various States of India

DEPARTMENT: Programs

REPORTS TO: General Manager - Program Implementation

SUPERVISES: Manager – Program Implementation

GRADE LEVEL/SALARY BAND: C2

POSITION CATEGORY: Program Operations

Population Services International (PSI) India is a non-profit, non-governmental organization dedicated to ensuring accessible and affordable healthcare for vulnerable populations in India, thereby improving their quality of life and well-being. Established in 1980 under the India Societies Act of 1860, PSI India began implementing full-scale activities in 1988. Over the past thirty-seven years, PSI India has demonstrated unwavering dedication and strong expertise in program implementation, planning and policy, research and evaluation, social behaviour change communication, and strategies for building habitable, sustainable, and healthy cities. PSI India has positively impacted the lives of millions across various states through its diverse programs. Its technical and operational capabilities have engaged government bodies, international and national philanthropic agencies, and private entities to address a wide range of health issues, including reproductive health, maternal health, child health, non-communicable diseases, communicable diseases, HIV/AIDS, and nutrition. For more information, please visit www.psi.org.in.

POSITION PURPOSE:

An experienced technical professional working in area of family planning, having good working, technical, communication and advocacy skills especially technical knowledge on contraceptives and coordination with state government health officials, NHM and other stakeholders. He/she will facilitate and lead implementation and roll out of program in intervention districts, facilitate training and sensitization to different cadres. He/she will provide support to government health officials, lead program team and ensure achievements both in qualitative and quantitative aspects in the assigned city and undertake extensive on-ground program activities.



A. DUTIES AND RESPONSIBILITIES:

- The position will require close coordination and advocacy with State Program Officer, other state and district FP officials for implementation and roll out of FP/contraceptive.
- Provide Technical support to State and District FP Nodal officials to develop the training plan for smooth execution of the plan in intervention districts.
- Support NHM state and district government officials for organizing TOT, orientations at the state and district level and sensitization of frontline workers with support from Manager Program implementation.
- Support State NHM officials to convene key meetings on progress and review of the program and document the learnings for further sharing and actions.
- Manage the leadership dashboard with SPO and District health officer that captures data, decisions, documents and action items for the leadership team.
- Facilitate coaching and mentoring sessions for district health officials by facilitating issuance of directives and guidelines from state health officials for roll out of trainings.
- Conduct regular district visits to observe implementation of FP/contraceptive, identify gaps and address challenges by tabling them with State program officer and District Health officials.
- Facilitate support to District team in conducting City/district Coordination meetings, Private Interface Meetings, DHS, and State Health Society meetings.
- Plan, organize, and participate in monthly and quarterly meetings with state and city NHM leadership teams to discuss the status of project implementation.
- Conduct quality checks on the data submitted by city leads regarding program processes and activity reporting.
- Any other task assigned by the organization and supervisor has to be accomplished.

B. QUALIFICATION AND EXPERIENCE:

- MBA / Post Graduate or equivalent with 12-15 years of experience in strategizing, implementation and roll out of Family Planning program.
- Knowledge and experience of working, communicating and advocacy with state and district government officials for FP project and urban health.
- At least 6-7 years of experience of leading and managing teams at state and district level.
- Working experience with international donors specifically related to Reproductive health domain.

C. 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 and to make effective presentations to the communication team.



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'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