

Mahila Abhivruddhi Society (MAS)

Job Description for the position of Capacity Building Specialist

Reporting to	: Project Manager
Location	: Hyderabad
Closing Date	: 10 February 2017
Salary	: Competitive salary package based on qualification & experience
Travel	: Frequent travel to the project operational areas
Essentials	: Experience in MNCH/Public health and proficiency in Telugu

About MAS: Mahila Abhivruddhi Society (formerly APMAS) is a National level technical resource organization working for the advancement of people's institutions such as women self-help groups (SHGs), SHG federations, farmer institutions, and other community based organizations who believe in and respect the spirit of self-help and keep it as a guiding principle. It works closely with the state governments and key stakeholders in development sector towards achieving poverty reduction and socio-economic empowerment of the marginalized and the poor. More details can be seen in the Website: www.apmas.org

About MNCH Project: Mahila Abhivruddhi Society, (MAS) in partnership with Institute for Human Development (IHD) is implementing the action research project, '**Effectiveness of Urban Self Help Groups (SHGs) for Improved MNCH Outcomes**' with the support of BMGF. The prime objective of the project is to develop and explore the efficacy, effectiveness, and cost effectiveness of community-based models for addressing MNCH (maternal, newborn and child health) outcomes of urban poor, particularly through women self-help groups in three selected towns (Tirupati & Ongole in Andhra Pradesh and GHMC in Telangana).

Role and Responsibilities:

- Develop a detailed plan for Capacity Building & BCC strategy with budget estimation for achieving MNCH outcomes for the project
- Map and review the existing Capacity Building & BCC materials on current practices and dialogue with the community to identify facilitating factors and barriers
- Support the designing of specific BCC interventions and develop SoPs aimed at improved MNCH outcomes
- Organize workshops to invite feedback and critical inputs from relevant stakeholders on the BCC materials and strategies
- Support and supervise the work of Communication/IEC agencies to design and develop BCC/IEC materials and tool kits
- Ensure support to updating the BCC materials as required and relevant
- Determine capacity gaps and oversee capacity development of field teams
- Design a capacity building approach, detailed session plan and all accompanying background materials using appropriate tools, methodology and techniques for the action research project team by providing technically correct MNCH content
- Develop facilitator's guide for conducting different capacity building/ training sessions

- Identify and empanel trainers and conduct TOTs / refresher trainings for rolling out training programs
- Conduct trainings and exposure visits adopting participatory and adult learning techniques for field teams and project communities
- Develop partnership with networks of professionals and stakeholders to share experience in the area of capacity development and BCC
- Carry out assessment of TOTs conducted and provide necessary inputs
- Document the process, issues, challenges and recommendations for improvements in BCC and Community Mobilization interventions in the project areas.
- Ensure timely communications within organization and with concerned stakeholders
- Assist the project Manager to prepare, implement and report annual, quarterly and monthly plans and reports for the project
- Any other responsibilities as assigned by the management

Desirable Qualifications, Skills & Competencies

- A Master Degree in Rural Studies or Health Management / health related discipline or Social Work / Mass Communication
- A minimum 5 years of experience in working on MNCH /public health focusing on community mobilization, behaviour change communication and capacity building of people's institutions
- Demonstrated experience of facilitating trainings for different stakeholders
- Must be result oriented and should work to deliver on timeline
- Excellent written & verbal communication and presentation skills in English and Telugu
- Excellent skills in computers
- Proven project management and technical report writing skills.
- Able to manage and supervise a team and provide necessary technical guidance and on-job support

How to apply

Interested and qualified candidates should send your CV to hr@apmas.org and mention the post you are applying for in the subject line. Only Shortlisted Candidates will be contacted.