

Mahila Abhivruddhi Society (formerly APMAS)

Job Description for the position of Project Officer, MNCH

Reporting to	: Project Manager
Location	: Project area (one circle in GHMC - Hyderabad)
Closing Date	: 10 February 2017
Salary	: Competitive salary package based on qualification & experience
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).

Roles and Responsibilities

- Effective implementation of the MNCH project to achieve quality deliverables within the expected timeline at town level
- Achieve the targets and milestones for the project in a given time
- Build, manage and influence relationships and partnerships with key stakeholders such as MEPMA, urban development, health department, frontline workers etc
- Manage, monitor and mentor a team of field cadres for timely implementation of activities
- Plan and conduct trainings to the SHG and other women on MNCH related aspects in a participatory manner
- Learn from successful experiences and spearhead learning, diffusion and replication
- Ensure full participation of project communities in design, implementation, monitoring and evaluation
- Ensure participatory learning and action is adopted with the focus on behaviour change communication
- Ensure proper management of financial resources and assets in line with APMAS policies and donor requirements
- Ensure data collection and management in a systematic manner
- Identify areas for lobbying and advocacy and develop action plans/strategies

- Support effective monitoring, documentation and reporting in compliance with agreed standards
- Conduct periodic review of progress and undertake course correction in consultation with appropriate level
- Represent MAS in various meetings and discussions related to MNCH
- 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 SHGs and their federations
- 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 Telugu and English
- Excellent skills in computers
- Able to manage and supervise a team and provide necessary guidance and 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.