

## TERMS OF REFERENCE

Technical Assistance for MNH outcomes in Assam(Improving MNH services of Assam through Technical Support)

The Government of Assam (GoA) and the Gates Foundation (GF) have entered into a partnership to improve health outcomes, including MNH, in the state. The Gauhati Medical College has been designated by the GoA as the nodal agency to facilitate TA support from the GF to improve maternal and child health outcomes in all the districts of the states while focusing on Districts with a high burden of adverse outcomes. The TA approach has been developed in consultation with the GoA leadership and will be provided through targeted strategies and district level support. The whole effort will be based on a HUB-SPOKE model where a State level PMU will be at State HQ with 6 Technical staffs each having specific expertise who will be responsible for providing TA to all the Districts of Assam along with the District Nodal Consultant (DNC).

Post Name: Project Manager

No of Post: One(1)

Salary: 200000-218505/-INR

Duration: Initially for 1 year extendable up to 3 years

Age: Up to 60 years

Qualification/Experience /Skills:

- MBBS with MD (O&G, Pediatrics and Com Medicine) or MBBS with MPH having minimum 10 years experience
- High Level of Proficiency in MS word, MS excel & Power point
- Experience working in the project focused on RMNCH+A, MCH,etc
- Experience in Program Evaluation & monitoring
- Experience in analyzing and preparing state PIP
- Experience in Operationalizing Health Programs at field/District Level
- Strong Analytical, communication and advocacy skills

Key Deliverables but not limited to the following

- Leading the PMU along with 12 District Nodal Consultants across Assam aiming towards better & improved Maternal & Newborn Health outcome
- Designing newer strategies for effective activation of the FRU for Emergency Obstetrics & Neonatal Care from Basic to Comprehensive.

- Conduct situation analysis of the existing Program & facilities delivering Maternal & Newborn Care
- Create state specific SOP & Strategies for strengthening effective maternal & New born service deliveries
- Leverage use of evidence based data for Monitoring & evaluation of various program for MNH
- Reviewing all the existing FRU and do the gap analysis in terms of better MNH outcome
- Designing capacity building plans & program for the Health care workers delivering MNH services
- Designing newer and sustainable models for efficient & early referral strategies.
- Testing approaches to meet the existing gap through HSS strategies
- Strengthening existing and testing newer models for newborn stabilization prior to referral to appropriate centers.
- Strengthening birth preparedness and complication readiness management through newer and existing Quality ANC interventions.
- Building partnership with the Medical Colleges and research institute for newer evidence based strategies.
- Providing Technical Assistance to the state in effectively decreasing MMR,NMR & IMR.
- Monitoring Project Deliverables and ensuring its adherence to Project Goals.
- Work closely under the NHM Assam for effective & strategic implementation aiming towards better outcome in MNH
- Willingness to travel across the state for Technical Assistance, Program review and Data Collection.

Send your CV mentioning the post applied and contact number to the email id [TAMNHGMC@GMAIL.COM](mailto:TAMNHGMC@GMAIL.COM) on or before 20th August 2025. Preliminary Shortlisted candidates will be notified at Gauhati Medical College official website for in person interview.

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Post Name: Data Analyst (M&E)

No of Post: one (1)

Salary: 100000-125718/-INR

Duration: Initially for 1 year extendable upto 3 years

Age : Up to 50 years

Qualification/Experiences/Skills:

- Masters or Higher Qualification in Health Informatics, Data Science, Information Technology or Any relevant subjects with minimum 10 years post qualification experience in Public Health Data Management
- Proficiency in Commonly used Data analytics tools
- Experience in Digital Health Technologies.
- Proficiency in using Technology platform and software like Power BI, Tableau, etc
- Strong Understanding of Public Health Data System, indicators and Data flow.
- Proficiency in Designing Data Collection tool like ODK,Kobo,etc
- High Level of Proficiency in MS word, MS excel & Power point

Key Deliverables but not limited to the following:

- Works under the leadership of the PMU towards generating evidence based data for improved Maternal and Newborn Health outcome
- Translating complex raw data into accessible information for better decision and policy making

- Disseminating generated evidence to all the stakeholders for effective implementation of various programs and strategies
- Developing and designing platform for data triangulation/integration from existing platform towards a better cohesive digital health platform
- Designing & Building a Digital tracking and referral mechanism.
- Monthly report generation for better M&E
- Work closely under the NHM Assam for effective & strategic implementation aiming towards better outcome in MNH.
- Willingness to travel across the states for Technical Assistance, Program review and Data Collection.

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Post Name: Documentation Expert

NO of Post: One(1)

Salary: 125000-148981/-INR

Duration: Initially 1 year extendable upto 3 years

Age; Upto 50 years

Qualification/Experience/Skills:

- Masters in Public Health, Social work(MSW) or Social Sciences with minimum 10 years Public Health Experience specifically working in the field of Maternal & Child Health, RMNCH+A.
- Experience in Public Health Project Documentation and Research writing.
- Excellent English writing & editing skills with previous publication of Research article/Reports related to Maternal and Child Health.
- Experience of undertaking & documenting Quantative as well as qualitative study design like FGD,KII, IDI, etc
- Proficiency in IT skills like Microsoft Office, G suite application and other related packages
- Proficiency in Data Base Management
- Familiarity with Statistical Software like Stata, SPSS,etc
- Prior Experience in the field of MIS.

- Excellent communication, time management, prioritization, and organizational skills

Key Deliverables but not limited to the following:

- Documenting all survey or research finding under the guidance of Project Manager of the PMU
- Supporting PMU with all required data for implementation & analysis
- Searching and analyzing all relevant existing data and translating data into key information which can be used in a evidence based manner
- Ensure proper Collection ,Cleaning, Storage of data and timely transmission of data to all the stakeholders ensuring consistency and reliability
- Generate timely monthly report and supporting documentation need of the Project
- Coordinate with the Data Analyst of the PMU for strategies strengthening existing Data flow or designing newer strategies.
- Work closely under the NHM Assam for effective & strategic implementation aiming towards better outcome in MNH.
- Willingness to travel across the states for Technical Assistance, Program review and Data Collection.

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Post Name: Quality Consultant

No of Post: One(1)

Salary: 125000-148981/-INR

Duration: 3 years

Age : Upto 50 years

Qualification/Experience/Skills:

- Masters in Public Health, Hospital Management or Healthcare Management with minimum 10 years experience in Quality Assessment & Strengthening of Public Health Facility.
- Experience of working on Quality Assurance Projects, which had resulted into certification / accreditation of hospitals to a recognized quality system such as NQAS/ISO /NABH etc
- NQAS certified Quality Assesor
- High Level of Proficiency in MS word, MS excel & Power point

Key Deliverables but not limited to the following:

- Works under the PMU in ensuring MNH services are delivered effectively, efficiently and safely adhering to national guidelines and best practices
- Implement and monitor Quality Standards of all the Health Facilities( FRU) across Assam as per NQAS
- Establishing Monitoring and Evaluation mechanism for efficient implementation of various Programs

- In close coordination with the HSS and Nursing Consultant will design SOP/Guidelines for training and capacity building of the Healthcare Workers
- Using all the available data to identify trends, gaps and areas of intervention and reporting.
- Identifying newer strategies/intervention for sustainable Quality improvement.
- Works closely with the DNC and District Authority for better accreditation outcome
- Functions as a resources person in QA training/Capacity Building
- Work closely under the NHM Assam for effective & strategic implementation aiming towards better outcome in MNH
- Willingness to travel across the states for Technical Assistance, Program review and Data Collection.

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Post Name: Health System Strengthening Expert

No of Post: one (1)

Salary: 125000-148981/- INR

Duration: Initially 1 year extendable up to 3 years

Qualification/Experience/Skills:

- MBBS with Master in Public Health with minimum 7 years post Qualification experience
- Experience in Health System Strengthening Projects
- Experience in Monitoring and evaluation process of Public health Programs specifically in RMNCH+A,MNH
- Experience in Documentation and research writing
- High Level of Proficiency in MS word, MS excel & Power point
- Familiarity with the usage of Digital Health Reporting, Referral and tracking system.

Key Deliverables but not limited to the following

- Under the PMU will ensure accessibility of all the Essential RMNCH+A/MNH services through Technical Assistance(TA) to the State and District Health Authority
- Designing newer strategies for efficient implementation of various programs focusing on Infrastructure, HR, Supply Chain Management and referral transport measures.

- Providing Technical assistance in streamlining referral pathway, capacity building and developing systems to address maternal and neonatal complication
- In collaboration with Medical College/Research Institute will undertake Implementation Research for HSS
- Undertaking MDSR/Infant Death Review for Gap Analysis and designing newer evidence based strategies.
- Willingness to travel across the states for Technical Assistance, Program review and Data Collection.

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Post Name: Nursing Consultant

No of Post: One (1)

Salary: Up to 80000-99316/-

Duration: Initially 1 year extendable up to 3 years

Qualification/Experience/Skills:

- M Sc Nursing in Community health Nursing/O&G/Child health with minimum 7 years experience in Public Health Program
- Experience in implementing MNH/RMNCH+A training programs
- Experience in strengthening District level Health Facility
- Experience in Quality Assessment Projects.
- Basic Computer skill in MS word and PPT

Key Deliverables but not limited to the following:

- Work under the PMU in planning and facilitating capacity building strategies of Nurses & Midwives
- Plan and conduct Onsite training of the Nursing staff working at different levels
- Will provide TA to the State in preparing State Specific SOP/Guidelines
- Identify gaps in HR and training through surveys and field visit.
- Willingness to travel across the states for Technical Assistance, Program review and Data Collection.

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Post Name: District Nodal Consultant

No of Post: Twelve (12) One each at 1.Dhubri, 2.Bongaigaon, 3.Barpetta, 4. Kamrup, 5.Nagaon, 6.Karbi Anglong, 7.Cachar, 8.Lakhimpur,9.Sonitpur, 10.Dibrugarh, 11.Sivasagar, 12.Jorhat

Salary: 100000-124148/- INR

Duration: Initially 1 year extendable up to 3 years

Age: Up to 50 years

Place of Posting: 12 Selected Zonal Sites across Assam

Qualification/Experience/Skills:

- MBBS with Masters in Public Health with minimum 5 years post qualification Experience in Health Sector Project
- Experience working in Public Health programs related to MCH/RMNCH+A
- Proficiency in Computers skill like MS word, Excel and Powerpoint
- Experience in Monitoring & Evaluation of Health Programs
- Excellent communication & Presentation skills
- Skilled in Data Collection, Analysis and report writing related to RCH indicators

Key Deliverables but not limited to the following:

- Works under the PMU in close coordination with the District Health Authority in strengthening and activating Health Facilities(FRU) for efficient service delivery
- Monitoring and evaluating Health Programs
- Undertaking frequent visit to all the Health facility of the allotted Districts for identifying gaps in terms of National/Regional Standards
- Data collection and monthly report writing and disseminating to all the stakeholders
- Providing TA to the District Authority in formulation of District PIP
- Undertaking MDSR and Infant Death review for systematic analysis of Gaps.
- Facilitating implementation of Newer strategies/SOP/Guidelines identified by the GoA in technical Coordination with the PMU
- DNC in coordination with the Quality Consultant will initiate activities for Health worker capacity building and documenting processes and challenges identified during their visits and assisting Facilities to come up with Quality Improvement Strategies
- Willingness to travel extensively across the allotted District when required.

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