

19th May 2023



Introduction

KHPT is a not-for-profit charitable entity that spearheads focused initiatives to improve the health and wellbeing of communities in India. In 2003, KHPT was founded with a mission to enhance the health and wellbeing of vulnerable communities and our journey started with the focus on reducing the prevalence of HIV in Karnataka, specifically among most at-risk populations. These interventions were evidence-driven, systematically planned, rigorously implemented, and monitored. We succeeded in scaling impact well beyond Karnataka and KHPT became a learning site for innovative approaches. We work primarily in the fields of Maternal, Neonatal & Child health (MNCH), Tuberculosis (TB), Adolescent Health (AH), and Comprehensive Primary Health Care (CPHC).

The National Health Policy 2016 proposed provision of Comprehensive Primary Health Care through establishment of Ayushman Bharat Health and wellness centres AB-HWCs are conceptualised to provide CPHC services closer to the community. KHPT in collaboration with National Health System Resource Centre and State Health Society. Government of Karnataka has taken up an implementation research specifically focussed on improving the CPHC services in selected geographies/PHCs of Bengaluru and Mysore. These PHCs will serve as the Innovation Learning Centres (ILCs). The objective is to understand how the service delivery models of CPHC through AB-HWCs takes place. The proposed plan is to work with convergence approach with local governance structures and key community stakeholders to improve demand, access and organise CPHC care services better.

KHPT is seeking application for the following position.

Project Officer

Positions: 1

Location: Bangalore, Karnataka

Qualification, Skills & Competencies

- Postgraduate in Social Work/Social Science /other relevant degree /minimum 4-7 years of experience of implementing related programs at the block/district level.
- Working experience in the region (Bengaluru/south Karnataka) is desired.
- Fluency in written and spoken Kannada and knowledge of English and Hindi language is desired.
- Knowledge and experience working in Government systems.
- Good communication, leadership and facilitation skills.
- Willingness and ability to travel extensively in field areas of Urban PHC in Bengaluru
- Good knowledge in Excel, MS-Officer & Power Point is must

19th May 2023

- Prior experience of working in a RMNCH or CPHC related project is an added advantage.

Roles and Responsibilities

- Ensure overall implementation of CPHC projects across the assigned geography/locations/PHCs at district, inter-district & sub district levels including base line, endline assessments, surveys and implementation of program activities.
- Manage, Monitor and supervise day to day activities by field staffs and keep a track on the progress. Ensure good teamwork and bonding among the field staff;
- Balance the time for field visits as well as deskwork, to ensure effective implementation of field activities and support the field staff to carry out the implementation of activities as per the agreed deliverable/targets.
- Work with the communities in the field during their time of availability and offer support for field staff for implementation of activities.
- Build good rapport with Government facilities/PHC/CHC/UPHC and other Government departments and be able to advocate whenever required. Offer support for advocacy at state level.
- Coordinate and conduct facility level and community level meetings and events, health camps, awareness activities and other interventions as per the deliverables proposed under the assigned projects.
- Coordinate, facilitate and attend the district level meetings of the facility, community and Government/other stakeholders for effective implementation of the program and advocacy.
- Organize and facilitate trainings for facilities, community and other stakeholders and offer support to state level for implementation of state level trainings/meetings/workshops.
- Identify and utilize local resource persons for awareness sessions and local level programs, orientations programs through linkages.
- Identify and liaison with local NGO/CBO/CSOs and develop good linkages for voluntary support to the project beneficiaries.
- Organize and participate in the periodic meetings/trainings/workshops, make presentations on progress, trainings and cross share the learnings.
- Conduct staff appraisals / reviews / evaluations as per the procedures and motivate the staff for their professional growth.

Reporting & Documentation

- Prepare the documents and timely reports of field activities in the required formats (Word, excel and power point) and share them with the concerned staff on-time and without undue delays.
- Conduct periodic reviews of the project at district level, consolidate the field level data and reports on weekly/monthly basis and prepare reports for sharing with higher ups/stakeholders.
- Analyze the gaps on weekly level, discuss with field staff and plan for filling the gaps.
- Update the reporting head regularly and on day to day progress and bring the important issues for discussion on priority. Identify barriers for implementation of programs and take proactive steps to address those barriers in consultation with reporting head.

Reporting

The Project Officer will be reporting to the Project lead of the project.

Remuneration

The remuneration for the above positions will be fixed in line with internal policies and market

19th May 2023

standards which will be set based on qualification, relevant experience, budget availability and interview performance.

KHPT provides a safe working environment for all its employees; follows the principle of equal opportunity and encourages women applicants to apply. Also, individuals who are physically challenged with the required skills /knowledge and who are willing to travel are also encouraged to apply.

We will be following a systematic selection process to fill this position based on experience, competency, suitability, aptitude to work with our health programmes and in-depth knowledge of thematic areas we work. Only shortlisted candidates will be invited for an interview.

The above position demands excellent communication, interpersonal and computer skills and also involves travel. Preference will be given to candidates who have work experience in the relevant field and local candidates with required experience and skillsets.

How to apply

Interested candidates are requested to apply using the prescribed **KHPT Application Format** with a covering letter and email it to jobs@khpt.org. Candidates can download the format by clicking on '[Application Format](#)' or visit [our website](#) to download the format.

The application should reach on or before 31st May 2023.

Please note that completed applications in the prescribed format will help us in shortlisting effectively.