



**John Snow India Private Limited (JSIPL)**  
**Scope of Work**

<b>Position Name:</b>	<b>Consultant - Sector Coordinator</b>
<b>Position Type:</b>	Full time consultant
<b>No. of Positions:</b>	1 Position
<b>Company/Division:</b>	John Snow India Pvt. Ltd./ First 1000 Days Project
<b>Reporting To:</b>	District Coordinator – Gujarat
<b>Locations:</b>	Mehmedabad Block, Kheda District, Gujarat
<b>Period:</b>	Dec 2024 to March 2025 <i>(subject to extension based on project extension, donor funding, individual's performance and applicable labour laws)</i>

## Background

**John Snow India Private Limited (JSI India)** is a leading public health organization in India, dedicated to improving the health of individuals and communities across the country. JSI India was established in 2013 with a vision to be a catalyst for strengthening public health initiatives in India for improving the lives of individuals and communities. Our mission is to improve the health and well-being of vulnerable communities through innovative, evidence informed, and replicable strategies in partnership with government, private sector and civil society. Over the years, JSI India has become a recognized leader for its innovative approaches in reproductive, maternal, newborn and child health (RMNCH), family planning (FP), immunization, HIV/AIDS, tuberculosis, non-communicable diseases, nutrition, supply chain management, monitoring & evaluation and health system strengthening. We are implementing projects supported by USAID, Bill & Melinda Gates Foundation, GAVi, amongst other leading partners/stakeholders.

## Project Overview

JSI India is implementing the First 1000 Days Implementation Research (IR) Project with financial support of Nutrition International in selected districts of Gujarat and Uttar Pradesh. In order to make progress on most critical interventions, a focused approach on first 1000 days window opportunity (from the time a woman gets pregnant till the time her child is of 24 months age) is critical with a broader life cycle approach. The aim of the project is to systematically investigate, through Implementation Research (IR), the factors that facilitate/enable or hinder the program pertaining to quality nutrition service delivery and recommend uptake during the first 1000 days of life and implement relevant mitigation strategies through an improved model of implementation.

The IR project will include the following components:

- **Capacity building** (through improved supportive supervision and other health-systems strengthening activities) for the AAAs and select facility-based workers on interpersonal counseling through soft and technical content and skills to provide effective inter-personal nutrition counselling (IPNC) to pregnant and post-partum women and caregivers of children under two on maternal nutrition and Infant and Young Child Feeding (IYCF) practices.
- **Health systems strengthening** to ensure regular availability and distribution of maternal (IFA and calcium) supplements, haemoglobinometers, weighing machines for adults and children, zinc-ORS, and any other relevant supplies for quality service delivery at ANC, postnatal care (PNC), GMP visits and any follow up visits (home visits) during child's two years of age as defined by the formative-baseline; allow for adequate supportive supervision; and, improving monitoring, strengthening capacity on use of nutrition data for decision making, coordination, and planning (including for adequate budget and supportive policy) at the district and state levels to allow for IPNC to take place with quality.
- **Improved BCI materials/strategies** aimed towards recommended behavioral outcomes on both the provision and consumption sides.

## Position Summary

Based at the assigned blocks/sectors, the **Consultant - Sector Coordinator** will be the focal point at the sector/block level and implement the project activities in line with the project workplan and Gantt Chart and ensure that all targets are achieved. They will work under the guidance of the District Coordinator of the respective District and actively engage with the project stakeholders including officials in the Department of Women and Child Development as well as Health & Family Welfare, PRIs, and other partners of the partners and solicit their support in implementing identified project activities. They will be primarily responsible for organizing capacity building sessions and supportive supervision visits as well as organizing community events in the assigned villages.

## Responsibilities

- Establish rapport with the project stakeholders at the block level, jointly with the District Coordinator, introduce the project to the district administration and solicit their buy-in and support through regular updates on the project progress.
- Implement the program activities in the assigned block, as per the project work plan under the guidance of District Coordinator.
- Conduct training sessions for Frontline Workers and health staff on inter-personal nutrition counselling, importance of first 1000 days of life, supportive supervision, basics of supply chain under the guidance of District Coordinator. Monitor quality of trainings delivered, prepare workshop reports and share feedback during review meetings.
- Identify community platforms like VHSNDs, VHSNCs, Mother's Groups etc. to promote behavior change on the importance of first 1000 days window.
- Conduct supportive supervision visits to different facilities with district and block officials and share findings with officials at the block/district level for timely corrective action.
- Conduct advocacy meetings with block officials of the Department of Women and Child Development as well as Health and Family Welfare and facilitate discussions about budget allocations and or provisioning to support implementation, procurement, training, and awareness.
- Establish convergence at district and block levels between different departments and organize quarterly meetings for sharing of project progress.
- Provide guidance and assistance to the district in ensuring adequate availability of IFA, Ca & FA supplies at the relevant Service Delivery Points (SDPs) across the districts
- Lead the roll out of BCI intervention in the assigned district.
- Conduct monthly stock assessment at program delivery points at the assigned block to understand forecasting practices, availability of supplies, provide support to adapt distribution strategies using inventory management principles.
- Be responsible for data management of beneficiaries enrolled in the program and support District Coordinator in preparation of monthly and quarterly progress reports for the activities conducted at the assigned block. Share monthly progress report with the block level stakeholders.
- Perform or assume other duties as assigned by the District Coordinator/Project Coordinator/Project Manager.

## Qualifications and Skills:

JSI India seeks a results-oriented individual with the ability to produce high quality deliverables, manage multiple concurrent tasks, meet tight deadlines, and pay close attention to detail. The successful candidate is required to have:

- Graduate in Nutrition/Social Science/Social Work, Public Health, or any related field.
- Minimum 2-4 years of experience of working with the ICDS, health department or NGOs working in health and nutrition.
- Should be a local candidate/strong familiarity with the district and block.
- Sound Communication skills in Gujarati (for the candidate based in Tapi and Kheda) as well in Hindi with good understanding of MS Office and functional writing skills in English.

- Understanding of the functioning of ICDS, Health, SHGs, Youth clubs, PRI and field level functionaries (ASHA, AWW, ANM).
- Understanding of health and nutrition situation and challenges of the region.
- Experience of working in teams and with diverse stakeholders.
- MUST have own two-wheeler and Driving License.

**Important:**

- *JSIPL will evaluate the candidature on the basis of the individual's background, profile and qualifications and will call only the shortlisted candidates for a personal discussion.*
- *JSIPL subscribes to a policy of equal opportunity. Applicants for employment/consulting assignment will not be discriminated against on the basis of age, race, color, national origin, caste, ancestry, creed, religion, gender, disability, marital status, sexual orientation, sexual preference, genetic information, political affiliation, or military status (special disabled veterans or veteran status) in any employment/consultant engagement decisions.*
- *JSIPL is a child-safe organization, and the safety and well-being of children is a priority of our organization. We have robust recruitment/engagement procedures to ensure that all staff/consultants are suited to work with the children served by our programs.*
- *JSIPL is committed to provide protection against sexual harassment, exploitation and abuse to all the individuals at our workplace and to ensure that they are treated with equality and dignity.*

**Application Process:**

Please review the detailed Job Description and submit your application at the following link:

<https://forms.gle/YDPh3xoM8F9skUpB9>

Your application should consist of the following:

- Detailed Resume
- Duly filled Application Form

Please note that the last date of applying for this position is **Tuesday, 10 December 2024** and only the shortlisted candidates will be called for the interview.