



**POPULATION SERVICES INTERNATIONAL, INDIA**  
**JOB DESCRIPTION**

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**TITLE:** Manager-Programs

**LOCATION:** Puri, Odisha

**DEPARTMENT:** Programs

**REPORTS TO:** General Manager-Programs

**SUPERVISES:** None

**GRADE LEVEL:** VI

**CATEGORY:** Program Operations

**Open Date:** 30-July-2019

**Closing Date:** 18-Aug-2019

Email id: careers@psi.org.in

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*Population Services International, India is a registered Indian Society dedicated to the improvement of public health in India. As a mission, PSI makes it easier for people in the developing world to lead healthier lives and plan the families they desire by marketing affordable products and services. PSI's core values are Measurement, Honesty, Pragmatism, Collaboration, Trust and Commitment Over the past thirty years, PSI has collaborated with the Government of India and a number of donors to increase the use of modern contraception for family planning, to provide products and services for the health of mothers and children and to decrease the spread of HIV/AIDS and TB. PSI harnesses the vitality of the private sector to address health problems of the low-income and vulnerable populations using social marketing to achieve positive behaviour change by promoting ideas, products and services conducive to better health. For more information, please visit [www.psi.org.in](http://www.psi.org.in)*

**ABOUT THE PROJECT:**

PSI has received funding from both USAID and the Bill & Melinda Gates Institute for Population and Reproductive Health, Johns Hopkins Bloomberg School of Public Health, for a new urban health program to strengthen city level health service delivery eco system in both public and private sector to provide state of the art family planning services and to end preventable child and maternal deaths (EPCMD) among urban poor. SAADHAN is an ambitious program to unlock



public and private resources to implement proven health solutions for urban poor. It will assist urban local governments in building its capacities to manage, implement and monitor its response to health issues. The purpose is to a) increase mCPR and b) Improve other maternal and child care services. A key innovation is the development of a SAADHAN fund mechanism that provides matching funds and technical assistance as a means to incentivize replication

and leveraged scale-up of Interventions that have proven to work for the urban poor. The demand-driven (rather than push-driven) expansion will result in adopting cities bringing their own political commitment and resources to SAADHAN, with cities choosing to “opt-in”.

#### **A. POSITION PURPOSE:**

An experienced professional is sought to manage the extensive on-ground Program activities in the City assigned.

#### **B. DUTIES AND RESPONSIBILITIES:**

Responsible for all operations, including

- Engaging with key city level officials to generate interest in the three stage process of TCI;
- Facilitate the timely submission of EOIs and proposal applications;
- Act as the central coordinating body, working with both network cities and Hub Services department to negotiate timing, confirm delivery, and better manage demand/supply imbalances for TA requests emanating from the cities;
- Monitor the timely execution of program implementation;
- Take lead for Health System Strengthening efforts using the WHO’s framework of the six building blocks of health systems;
- Take lead for facilitating mapping, engaging private providers, and building capacities of NUHM officials to manage the loose network of private providers.

Will handle multiple cities at a time and on completion of the 18-month program implementation in one set of cities, will shift focus to the next set of cities selected by TCI.

#### **Other Critical Responsibilities**

- Identify expectations from the program in close coordination with General Manager – Programs (State & State Management).

- Initiate environment analysis to identify target groups, issues concerned and develop an implementable strategy & action plan for the state.
- Plan, develop, implement & supervise state promotional strategies and communication activities in coordination with State Communication Manager.
- Identify training needs and ensure that opportunities are made available for staff to acquire and build requisite skills.
- Ensure implementation & supervision of monitoring system and facilitate use of information at all levels.
- Adhere to all Reporting Systems & Procedures as per schedule & deadline.
- Develop and maintain productive and synergistic relationships with Government counterpart's/partner agencies in project implementation and monitoring at state level.
- Keep updated on latest trade related policies, systems & procedures and provide information to all concerned.

#### **C. QUALIFICATION AND EXPERIENCE:**

- Post-Graduate degree in business management, social sciences, rural management or related field
- At least 5-8 years of experience in leading and managing field operations at the state level.
- At least 3-4 years' experience and demonstrated ability to manage projects

#### **D. SKILLS:**

- Eagerness to learn.
- Leadership ability, including the capacity to set and manage accountability of self and others.
- Ability to communicate clearly and concisely, orally and in writing in English and Hindi and to make effective presentations to the communication team.
- Computer skills.
- Ability and willingness to travel extensively in rural areas.

#### **E. COMPETENCIES:**

1. **Drive Change and Innovation:** act with urgency for continuous improvement and with a bias towards action; promote development of breakthrough solutions; embrace and

2. advocate innovations that improve results; aggressively promotes the need for breakthrough improvements
3. **Develop Others:** give people challenging assignments to develop their capabilities; provide timely coaching, instruction and feedback, create an environment where failure is seen as an opportunity to learn; Coaches others and helps them develop their knowledge and skills; Give people authority to make decisions
4. **Act with Long term Perspective:** take actions today to build a strong foundation for future success; identify and take advantage of emerging opportunities; keep PSI's longterm goals in mind when addressing short-term issues and problems. Identifies and acts to create organizational capability needed to meet future organizational goals
5. **Manage Complexity:** clarify issues in complex or ambiguous situations; balance competing priorities or goals; manage effectively in matrix organization; make timely decisions using available facts in ambiguous situations; make sense of inconsistent data; Keeps focused on key objectives and results when addressing the details of a situation
6. **Influence Decisions & Actions:** build support for recommendations and decisions; find common ground and mutual benefits to gain agreement and commitment; show enthusiasm, excitement and passion for goals. identifies and communicates benefits to get agreement.

*PSI is an Equal Opportunity Employer and encourages applications from qualified individuals regardless of race, religion, national origin, sexual orientation or disability*