



SWASTHYA SWARAJ SOCIETY

A People's Movement For Swaraj In Health

We are looking for an Associate Health Program Manager (1nos)

WHO ARE WE: Swasthya Swaraj is a secular, not-for-profit organization focused on tribal health and education working towards making health a reality for the most backward tribal population. For more information kindly visit our [website](#).

JOB CONTEXT:

- Comprehensive Community health program is the focus of the Swasthya Swaraj Society. Health Programme consists of providing healthcare and trying to empower the community.
- Associate Health Program Manager implements, monitors, and evaluates the health program. This involves most important of all willingness to learn from the community, effectively managing and reporting on the health projects in line with the objectives and timeframe with a focus on strengthening, training, and coordinating of comprehensive community health program.

JOB LOCATION: Our operational area is Thuamul Rampur Block, Kalahandi district, Odisha. Our health Centres are based out of Kerpai, Kaniguma, and Silet.

KEY DELIVERABLES:

Sl No	Description
1	Monitoring & Evaluation of all the Health program data- both Health centres- based and Field-based data of the organization. Maintaining the HMIS of the organization.
2	Planning the monthly schedule of health programs of the organization- field-based activities and training including Malaria Control, TB Control, and MNH Programme.
3	Presenting the quarterly and half-yearly reports about the health program to the organization and to donor agencies.
4	Data Management for the various health programs.
5	Manage end-to-end training cycle and capacity building for the field staff.
6	Field supervision, surprise visits, and handholding support to the field animators.
7	Supervision and proper running of Gaon Swasthya Poshan Ghars (GSPGs) which are the tribal-specific health & nutrition centres being initiated by Swasthya Swaraj in 3 places.
8	Developing the budget and operating plan for the various programs.
9	Designing and facilitating meetings and workshops during the development of the programs to enable exploratory discussions and ideation.
10	Oversee the processes of internal assessment and evaluations of the programs.
11	Ensure proper documentation and report generation mechanism is followed and maintained.

WHO CAN APPLY:

- Anyone with MPH degree in Health Administration or Social Epidemiology.
- Knows Odia language/ has a knack for languages.
- Proficiency in data analysis software.
- Willingness to travel

STARTING DATE: Immediately (full time)

SALARY: 40-50K (*negotiable depending on the person's experience*)

PROCESS: Please send a copy of your CV with a cover letter explaining why you are interested in this role to swasthyaswaraj@gmail.com with the subject as "Re: Application for the post of **Associate Health Program Manager**"