

## Job Description: Project Coordinator, The Antara Foundation

India has among the worst maternal and child health indicators in the world. Within the country Rajasthan registers one of the highest rates of maternal and child deaths and malnutrition. While technical solutions to many of these problems are known, they face hurdles in getting implemented and subsequently scaled up. The Antara Foundation in partnership with Tata Trusts and Government of Rajasthan is working towards enhancing the public health system to consistently deliver products and solutions with scale, appropriate speed and quality, backed by supportive policy and funding.

The Antara Foundation was founded by Mr. Ashok Alexander, former director at McKinsey & Company and country director of Bill and Melinda Gates Foundation (BMGF), India. At BMGF he created Avahan, the world's largest private HIV prevention program. At Antara he has developed a model of improving health services by frontline workers.

Antara's mentors include Mr. Bill Gates, Mr. Shiv Nadar, and Mr. Arjun Malhotra, some of the most respected global business leaders committed to this cause. The Antara team is a diverse group of people from varied backgrounds including management consulting, journalism, academia, development and others.

### Role Objective:

The Antara Foundation is set to scale up its Maternal and Child Health Program in the selected districts of Rajasthan. We invite recent graduates and young professionals to be part of this endeavor. At Antara Foundation, we aim to hone tomorrow's leaders by providing grassroots exposure in public health and community development. This is a unique opportunity for those seeking to advance their career, especially in development sector, or get into top institutions of higher education.

Job Title: Project Coordinator

Reporting to: Manager - Programs

Duty Station: Selected districts of Rajasthan, with intra-state travel as required

Duration: Initially for one year, extendable based on performance

### Responsibilities:

- Understand the program design and strategy
- Plan and implement program interventions (supply and demand side)
- Monitor the program routinely
- Maintain and analyze data and generate reports as prescribed
- Coordinate closely with village/block/district government officials to ensure quality delivery of the program
- Perform any other task as and when assigned by the organization

### Skills and Qualifications:

- A recognized undergraduate or postgraduate degree in any discipline. Master's in Social Works (MSW)/Business Administration (MBA)/Rural Marketing is preferable
- Strong analytical skills. Ability to analyze reports, plan and monitor project plans
- Ability to present information in a structured and insightful manner
- Excellent skills in oral and written communications (both English and Hindi)

- Demonstrated ability to work in a multi-disciplinary team environment
- Ability to work independently and as a team player in a complex, multicultural environment, with demonstrated leadership, communication, networking and presentation capabilities

Compensation for this position is competitive and commensurate to expertise. Only short-listed applicants will be contacted. Please note the position is for immediate recruitment.

Interested applicants should submit a CV and cover letter with current salary to Damini Nenawati.  
Email Id - [damini.nenawati@antarafoundation.org](mailto:damini.nenawati@antarafoundation.org)