

JOB DESCRIPTION

Block Community Process Manager, BCPM-CP; 93 vacancies

1. POSITION VACANT: Block Community Process Manager, BCPM-CP, Community Process

2. ORGANIZATION BACKGROUND:

The **National Health Mission (NHM)** was launched with a view to bringing about dramatic improvements to the health system and health status of people, especially those who live in the rural areas of the country. The Mission seeks to provide universal access to equitable, affordable and quality health care, which is accountable at the same time responsive to the needs of the people, reduction of child and maternal deaths as well as population stabilization, gender and demographic balance. In this process, the Mission helps achieve goals set under the National Health Policy and the Millennium Development Goals.

3. JOB DESCRIPTION/ RESPONSIBILITIES:

The **BCPM** will report to the **Block Medical Officer In-charge (BMOIC) and Block Programme Manager (BPM)** and be responsible for supporting the effective planning, implementation, supportive supervision, monitoring and documentation of all interventions being implemented under the Community Process (CP), including the ASHA Scheme at the block level, where s/he will work in close conjunction with other block level health officials.

Key Responsibilities:

- (1) Provides direct support in a wide range of activities such as – **ASHA** selection, release of **ASHA** payments, regular supply distribution and replenishment **ASHA** Kits and training materials;
- (2) Supporting preparation and periodical updation of **ASHA** Data Base;
- (3) Ensuring effective implementation of **ASHA** Grievance Reddressal Mechanism;
- (4) Provides supportive supervision and continuous monitoring through – monthly meeting of the **ASHA** facilitators at block headquarters and field visits to assess functionality and handholding **ASHA** Facilitators and **ASHAs**;
- (5) Reports and maintains a facilitator wise data base for the profile of every **ASHA**, training status and dropouts;
- (6) Coordinates with- district level functionaries, **BPMU and Block Medical Officer/ In Charge** to ensure efficient implementation of community process and also establishes smooth working relationships with block level functionaries of other government departments such as; **WCD**, Water and Sanitation and Rural Development to avoid/ solve issues related to field level incoordination or conflicts if present;
- (7) Works with **Block Programme Manager** in completion of all the village health plans made by **VHSNCs** and contribute in preparing the community processes section of the block/ district health action plan;
- (8) Supporting microplanning, quality conduction, monitoring and reporting of Sub-Centre level AAA forum meetings in the selected districts;
- (9) Facilitating regular conduction of **RKS** meetings and helping block officials in preparation of **RKS** expenditure plans based on the identification of the specific facility requirements;
- (10) Supports the district Community Mobilizer in the formation and improved functioning of **VHSNCs** and maintains database of **VHSNCs** for their training, functionality, expenditure and back logs;
- (11) Undertakes periodical supportive supervision visits of **ASHA** Facilitators and conducts their review meetings;

- (12) Undertakes monthly block level compilation of performance reports according to the formats submitted by **ASHA** Facilitators, to assess functionality of **ASHA** on key tasks. Further, identifies the poor performing **ASHAs**, assess the causes of low performance and devise strategies for improvement;
- (13) Organizing block review meetings every month on a fixed day, in coordination with **Block Medical Officer In-charge (BMOIC)** and **Block Programmer Manager** for facilitating:
- (a) Periodic refresher trainings, capacity building, updating information and sharing new guidelines;
 - (b) Review and assessment of performance of **ASHAs** along with trouble shooting;
 - (c) Replenishment of **ASHA** drugs/ equipment kits;
 - (d) Verifying records and release of payments;
 - (e) Review and assess the functionality of **VHSNCS** in terms of regular meetings, fund utilization etc.
- (14) Participating in district review meetings with complete and updated status of various CP programmes being implemented in the concerned block;
- (15) Supporting orientation of field staff with Community Based Monitoring tools, **CBM** implementation, organization of Jan Samwaad and overall support to the program;
- (16) Support in identification and selection of best **ASHAs** for felicitation at **ASHA Sammelan** and overall support in ensuring their participation in the Sammelan;
- (17) Helping the **ASHA Facilitators** and block officials in identifying and narrating best ASHA stories based on exceptional performance;
- (18) Support for improving **HMIS/ MCTS** data quality through supportive supervision and onsite mentoring **ANM** and **ASHA**;
- (19) Any other work related to the broad Community Process implementation framework as assigned by the **Block Medical Officer incharge**.

4. QUALIFICATION, SKILLS AND EXPERIENCE:

Qualification:

Essential

Applicants must have a Bachelor's degree in Social Work or Social Sciences;

OR

Bachelor's degree in Rural Development;

OR

Bachelor's in Business Administration (BBA) from a recognized university or institution.

Experience:

Essential

1) Applicants must have two years of experience in community work/ health;

2) Applicants should have familiarity with or working experience in community health programs or on empowerment of health volunteers or NGO health projects or on involvement of PRIs in health projects.

Skills and Attitude:

Desirable

1) Applicants should have proficiency in computers;

2) Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in Hindi and English and local language.

5. VACANCY DETAILS: 93 vacancies (UR: 46, OBC: 26, SC: 20, ST: 1)

6. AGE LIMIT: Maximum age limit of the candidate should be as follows, as on January 4, 2017.

Category	UR	OBC	SC	ST
Age (Years)	40	43	45	45

7. CONTRACT TYPE AND PERIOD:

The position is on offer on a contractual basis, initially for a period of one year, extendable thereafter, based on performance and subject to further approval by the Government of India.

8. COMPENSATION OFFERED:

Maximum Honoraria for the position is approx. Rs. 12,000/- PM.

9. LOCATION: All Districts of Uttar Pradesh

10. RESERVATION POLICY: State reservation policy will be applicable with respect to all vacancies.

*(**Note:** All applicants from other states, irrespective of their category, shall be categorized under unreserved category and will not get privileges of state reservation policy whatsoever)*

11. REFERENCE: BCPM-CP

12. CONTACT INFORMATION:

Senior Consultant
Strategic Alliance Management Services P Ltd.
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New Friends Colony, New Delhi 110 025
011- 2684 2162; 4165 3612

13. LAST DATE FOR APPLICATIONS:

Eligible candidates interested in this position are requested to apply online at <http://samsjobs.info/> by or before **11:59:00 PM** on **February 10, 2017**.