

TERMS OF REFERENCE

General	
Position	District Planning Coordinator
No. of Post	One in each District - Araria, Arwal, Banka, Bhagalpur, Darbhanga, Gopalganj, Jamui, Kaimur, Madhubani, Muzaffarpur, Nawada, Purnia, Saharsa, Sitamarhi & Vaishali
Location	District Health Society
Duration of Contract	The recruitment will be on contractual basis up to the age of 60 years subject to following conditions: (A) Continuity of NHM. (B) Sanction of the post in RoP under NHM. (C) Availability of fund. (D) Performance is found satisfactory after objective review of work performance.
Eligibility Criteria	
Category : One in each district (Single)	
Maximum Age : UR (Male) – 37 yrs, UR (Female)- 40 yrs, BC/EBC (Male/Female)- 40 yrs, SC/ST (Male/ Female)- 42 yrs as on 1 st January, 2019. 10 years relaxation in age will be admissible to differently abled candidates.	
Essential Qualification :	
<ul style="list-style-type: none"> • M.B.A. or Post Graduate Diploma (Regular Mode with 2 years course) from any recognized University/Institution with specialization in Social Work/ Social Welfare/ Rural Development/ Rural Management. 	
Other information/Requirements/Conditions	
Roles and Responsibilities :	
<ul style="list-style-type: none"> • Coordinate with the state on behalf of the district for decentralized planning & strengthening health systems in the poor performing blocks. • Support the DHS in preparation of the annual plan based on village level planning. Sensitization of the district and block authorities on the health issues involving the district and also dissemination of the district action plan at the micro level. • Coordinate with the DHS, Civil Surgeon and other health officials in the district on behalf of the state on implementation of the programmes. • Work in close consultation with development partners, NGOs, other government departments such as PRIs etc to explore possibility for a partnership. • Build capacities at district level for making health plans and for appraisal of plans. • Assist in supporting the district for rapid expansion of institutional capacities and getting the same included in the states action plan. • Undertake studies, budgeting and financial planning for the poor performing blocks in the districts and suggest remedial action plan for improvement. • Provide technical assistance for implementation of the NHM and its goals in district, as may be agreed upon from time to time with State Health Society. • Constitute district, block & village planning teams. Organize planning related workshops at all levels. • Ensure weekly reporting to Planning Cell, SHSB. • To ensure that the DHS shall, within 15 days of issue of state's district annual allocations and budgeting guidelines, issue health facility wise annual and quarterly allocations and guidelines. • Ensure uploading on the DHS website DHAP, State's annual district allocation, district's facility wise allocation and budgeting guidelines. • Ensure timely initiation of planning exercise for subsequent financial year in consultation with 	

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Planning cell, SHSB.

- Ensure timely submission of VHAP, BHAP to District Health Society and DHAP to SHSB.
- To perform any other task given by Civil Surgeon/ District Magistrate/ State Health Society, Bihar.

Desirable Skills :

- Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English and Hindi are required.
- Candidate must have experience in strategic planning.
- Ability to work in a multi-disciplinary team environment.

Remuneration:

- Consolidated remuneration of Rs. 20,000/- per month.

Agreement

- Selected candidate will have to sign a contractual agreement with DPMU.

Rajesh

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