

## JOB DESCRIPTION

**Position Title:** Program Lead

**Number of Position(s):** 1

**Reporting:** Deputy Director

**Location:** Shillong, Meghalaya

**Internal Stakeholders:** CEO, Director Programs, Functional Heads and entire WISH program and dissemination team

**Education:** MPH/MSW/MBA/Masters in Social Sciences Social Sciences

**Experience/Necessary Skills:** The incumbent should have:

- Minimum 10 years of relevant experience in designing, developing, implementing and monitoring strategies/policies/plan of actions in the field of Health Systems Strengthening and community processes especially primary health care.
- Have minimum 5 years' experience of providing technical and programmatic support to the national government/ state governments in large public health programs
- Strong stakeholder management skills including establishing and managing relationship with the National Health Mission (NHM) officials, representatives of various government departments, government bodies, local elected representatives and community representatives
- Ability to influence practices through evidence-sharing, negotiation and consensus building
- Demonstrated ability to lead a diverse program team
- Excellent oral and written communication skills
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point.
- Willingness to travel to provide technical assistance; ability to work on different assignments simultaneously to meet the timelines.

**Language Proficiency:** English and Local dialect (eg. Khasi, Garo desirable)

**Job Role:**

**The key deliverables will include (but not limited to) the following:**

- Lead the proposed TSU for “technical assistance and as the knowledge partner” to state NHM for implementation of program activities to ensure timely achievement of program deliverables.
- Work with State NHM officials for strategic inputs in program design, program implementation, monitoring and strengthening of Health Systems, CPHC and Community Process related to “Village Health Council”.
- Provide techno-managerial leadership to a team of professionals with various expertise, by directing and coordinating work-plans, to ensure effective and strategic use of human and material resources.
- Provide overall leadership to ensure compliance with all operational systems and procedures.  
Develop monthly/quarterly work plan for TSU along with budget and quarter-wise deliverables and

establish strategies for achieving the performance targets and established program indicators.

- Prepare and submit periodic activity progress report (Monthly/quarterly/annual progress report)
- Create in-house platforms and mechanisms for cross-learning and share updated information, best practices and resource materials on HSS, Community Processes, VHC etc.
- Participate in high level meetings in State, at different platforms, and provide technical leadership in development of appropriate service and demand generation mechanism with active engagement of VHC and other relevant stakeholders.
- Lead relationship management with State NHM and other relevant stakeholder, and represent the organization at different forums and platforms.
- Advocate for policies/strategies based on the learnings emerging from the work/priorities and global studies.
- Undertake regular field visits to different district, model project sites, identify challenges and support State NHM for overcoming these challenges.
- Identify priority areas of program research in consultation with State NHM officials, academic/research institutes and professional organizations; lead the designing, implementation, monitoring and analysis of key implementation studies.

Any other duties, which may be assigned from time to time

***Any other reasonable duty assigned by supervisor that is consistent with the nature of the job and the level of responsibility.***

## **Personal Attributes:**

- Demonstrates integrity, ethics, compassion and respect;
- Passion for results- Highly motivated and resourceful; demonstrates high accountability, ownership and a go getter attitude; takes initiative and drives results;
- Demonstrates speed, agility and innovation in thought and in action;
- Decision-Making: S/he has the ability to evaluate risks and opportunities; uses analytical and problem-solving skills to arrive at sound business decisions;
- Result Focused: S/he effectively manages time and deliverables for self and team; has a strong sense of ownership; is able to multi-task and work under pressure; demonstrates attention to detail and sets high benchmarks;
- Brand Ambassador: Has a strong professional presence and can be seen as a credible and key representative of LEHS|WISH to forge strong strategic partnerships;
- People Management: Demonstrated leadership capacity to build and lead technical teams; possesses strong interpersonal abilities and provides necessary direction to team with focus on skill building, overall staff development, enhanced performance and engagement levels;
- Emotionally intelligent, perceptive and demonstrates inclusiveness and diversity;
- Willingness and ability to travel extensively

# LEHS

Lords Education & Health Society



## About us:

Lords Education and Health Society (LEHS) is a not-for-profit entity that was established in 2003 as a society under the Indian society registration act 1860. In 2014, the Wadhvani Initiative for Sustainable Healthcare (WISH), the flagship program of LEHS, was established with a generous grant from Mr. Sunil Wadhvani and his family.

**Wadhvani Initiative for Sustainable Healthcare (WISH)** is a US 501c3 organization founded by Mr. Sunil Wadhvani, philanthropist and co-founder of iGate. In India, WISH is the flagship program of LEHS, a registered non-profit organization in India. LEHS|WISH works towards improving the quality of and access to primary healthcare services for the under-served communities in India. WISH is implementing healthcare models through partnership with state governments, international agencies and the private sector by appropriately introducing promising healthcare innovations in the public health system in order to build an equitable, innovation-led and evidence-based quality healthcare system within easy reach of the underserved populations.

We are committed to building an equitable, quality-assured, innovation-led ecosystem that makes healthcare accessible to the most underserved.

## Our Values, Our Purpose- Vision and Mission

We strive to abide and live by the following values in our day-to-day functioning- CRISP.

<b>Our Values</b> At LEHS WISH we strive to live our values	<b>Our Purpose- Vision and Mission</b> At LEHS WISH our purpose governs all our action																	
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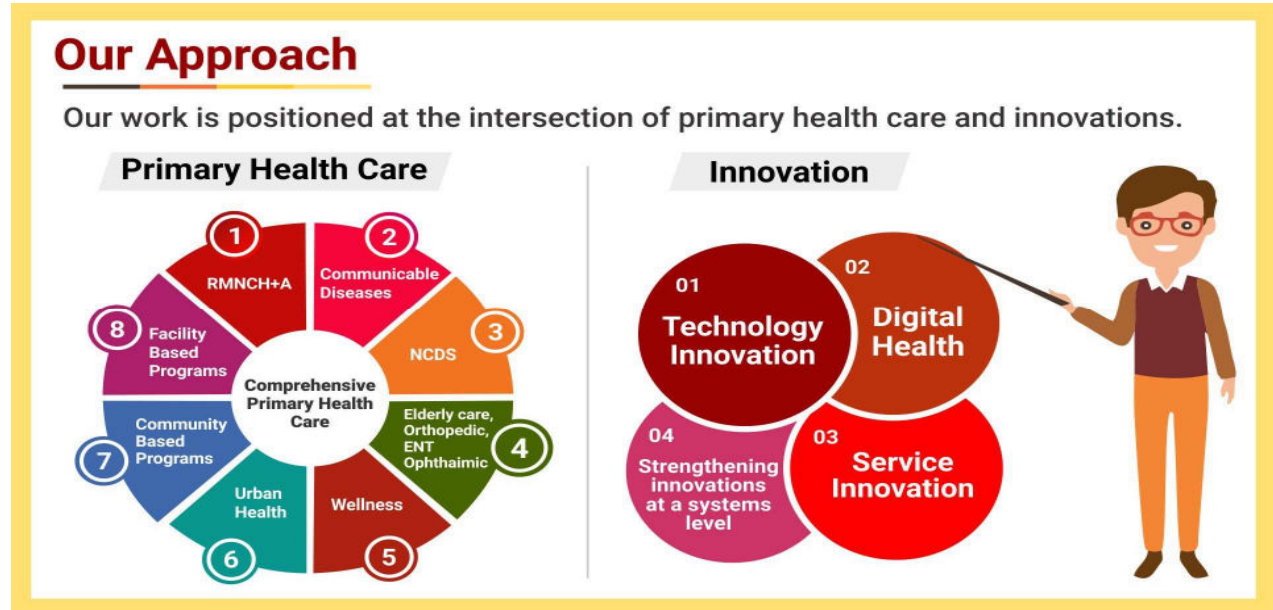
# LEHS

Lords Education & Health Society



## Our Approach

Our work is positioned at the intersection of **primary health care** and **innovations**.



LEHS|WISH is an equal opportunity employer. All candidates applying for the position should submit their resume and cover letter specifying the position name in the subject line along with notice period and current/ expected compensation details to [career@wishfoundationindia.org](mailto:career@wishfoundationindia.org)

**Date of job posting: August 14, 2023**

**Apply before August 31, 2023 for best consideration**