

F. No.4-3/2022-PPW/P
Government of Pakistan
Ministry of National Health Services, Regulations & Coordination

JOB OPPORTUNITIES

HIRING OF PROGRAM SUPPORT PERSONNEL

The Population Programme Wing (PPW), Ministry of National Health Services, Regulations & Coordination, Islamabad invites applications from Pakistani Nationals for hiring of the following staff purely on contract basis:

S.#	Position	No. of Position
1	Senior Program Advisor	01
2	Technical Advisor (Procurement & Advocacy)	01
3	MIS Coordinator	01
4	Program Associate	01
	Total	04

2. Detailed ToRs of the above given Staff can be accessed / downloaded from the Ministry's and PPRA's websites (<https://nhsr.gov.pk/>) and (info@ppra.org.pk); link: Tors\ToRs of Supporting Staff Link.docx
3. Interested candidates must be registered with Tax Department and their name must be on the Active Taxpayer List (ATL) of FBR.
4. Only short-listed candidates will be called for interview for which their original educational and experience certificates will be required. No TA/DA will be paid to the candidates coming for interview.
5. The contract period is from 01-06-2024 (or date of joining) to 31-12-2024. The contract is not extendable.
6. Interested candidates may send their written applications along with CVs / profiles duly supported with copies of CNIC, ATL, and educational & experience certificates to the undersigned within 15 days of the publication of this advertisement.

Director (P)
Population Program Wing
Ministry of National Health Services, Regulations & Coordination
3rd Floor, Kohsar Block, Pak Secretariat, Islamabad
Phone. 051-9216284

1 mhs 95. Post

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Government of Pakistan

Ministry of National Health Services, Regulations & Coordination (M/o NHR&C)

TORS OF SENIOR PROGRAMME ADVISOR

I. POSITION INFORMATION	
Position Title	Senior Programme Advisor
Age	40-65 years
Qualification	Master degree in social sciences preferably Master's in Public Health, Demography, Sociology and Public Policy
Duty Station	M/o NHR&C, Islamabad
Engagement Modality	Individual Consultancy Contract
Period of assignment/ services	1 st June 2024 to 31 st December 2024 (7 Months)
Salary Package	350,000 PKR Per Month (Inclusive of Tax)

Ministry of National Health Services, Regulations & Coordination, (PPW), Islamabad under Public Procurement Rules 2004; requires the services of Senior Program Advisor who is registered with FBR and present on the Active Tax Payer List (ATL).

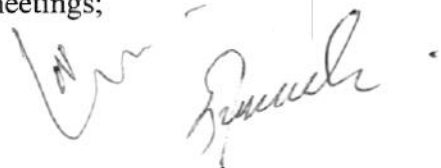
2. The Senior Program Advisor should have the following experience:

- Must have 20 years or more of Experience in the field of Population Management, Family Planning, Reproductive Health, and MNCAH, which should include:
 - 03-year experience to encompass the senior level Program Management, Policy Advocacy, Research, Monitoring & Evaluation and Capacity Building / Training;
 - 10-year experience to design and implement research studies, surveys, program evaluations, health and population facilities assessments (HFA), qualitative and quantitative tools development, data analysis and research report writing;
 - Demonstrated skills and experience in developing training and capacity building programs in Social & Behavior Change Communication (SBCC) in the field of FP & RMNCAH;
 - Expertise in developing training manual, guides, training sessions and material for BCC, IPC and Counselling trainings in FP & RMNCAH;
 - Experience and skills in facilitating and conducting interactive trainings as a master trainer for training of trainers (TOTs) in BCC & IPC for FP & RMNCAH;
 - Work experience in strategic planning, developing policy and strategy guidelines, narratives and advocacy for strategic change in the area of FP & RMNCAH;
 - Experience in coordination, implementation, monitoring and oversight of population policy / action plan;
 - In-depth knowledge and concepts of population program, dynamics, national narrative, family planning, contraceptives, logistic management, policies & procedures;
 - Experience of working with the government and knowledge of procedures and processes would be an advantage.

3. Responsibilities: The Senior Program Advisor will perform the following duties and responsibilities:

- Execute the national action plan on population and related activities, and follow up progress on NAP and its revision, and prepare progress reports;
- Report the progress on FP 2030 commitments;
- Plan and coordinate to convene quarterly meetings of Country Engagement Working Group (CEWG) and its sub-working groups meetings;

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- Coordinate and organize the World Population Day Seminar and activities;
 - Advocacy on national action plan and National Narrative;
 - Conduct research on Population, FP and RMNCAH: Conduct validation of national supply chain and RH commodity security strategy;
 - Prepare capacity building and training plans, implement and manage training programs;
 - Assist the DG Population in strategic planning and monitoring the Program activities;
 - Any other activities assigned by the Wing Chief from time to time.
4. Key Deliverables:
- Develop policies/protocols/guidelines on FP/RMNCAH related issues;
 - Standardization of IEC material/curriculum/protocols/training manual / media material etc. in collaboration with Provinces;
 - Coordination with all stakeholders to arrange seminar/workshop/training;
 - Conduct training/awareness session for medics/paramedics/community, etc;
 - Prepare reports/minutes of all meeting/events;
 - Prepare news/press release and news update for media;
 - Monitor and analyze data reported on CCI Web Portal / Dashboard;
 - Prepare and submit monthly progress report on CCI;
 - Deliverables to accomplish and submit on monthly basis.
5. Interested candidates may submit their CV / profile and following material within 15 days of the publication of this advertisement:
- Certificates of job experience in the relevant fields and sectors;
 - Proof/Copies of any Published research reports (Web address, link);
 - Proof of any relevant training manual or material developed (Web address, link).
6. Only short-listed candidates will be called for interview; the Ministry of NHR&C may accept or reject the candidate as per Rule-33 of Public Procurement Rules, 2004.
- The decision of the Selection Committee will be considered final;
 - The contract period is from 01-06-2024 (or date of joining) to 31-12-2024. The contract is not extendable;
 - PPW, M/o NHR&C may terminate the agreement/services of the consultant without assigning any reason. The termination shall not be challenged in any court of law.



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