

22 March, 2021



KHPT is a not for profit entity that spearheads focused initiatives to improve the health and wellbeing of communities in India. In 2003, KHPT was founded with a single mission to reduce the prevalence of HIV in Karnataka's high priority pockets. The initiative's success made it a scalable model at national and global levels and KHPT became a learning site for innovative approaches. The unique DNA of our programs is a combination of evidence generation, grassroots community connect and government relationship. With these strengths, we learned and reflected on our decade long experience leading us to look beyond HIV to four other thematic areas. KHPT currently works on TB, HIV-AIDS, MNCH, Adolescent Health and Comprehensive Primary Health Care.

KHPT has been awarded, USAID funded project, titled as " Breaking the Barriers - Community engagement to accelerate TB elimination efforts in India through sustained behaviour change" (March 2020 to March 2024). This project aims to develop and scale, effective behaviour changes operational models that improve coverage of vulnerable populations, such as urban poor, tribal communities, migrants, mining/industrial workers, for increased case detection, notification, improved successful treatment outcomes in DS TB, TB HIV, DR TB. The project will implement patient centric approaches, and propose to engage with community structures for sustainable behaviour change towards the prevention of TB, case detection and successful treatment outcomes. The project will embed digital technology within the intervention framework for effective and scalable behaviour change interventions among patients and families and will also evaluate social network, positive deviance, design thinking and nudge

KHPT is seeking application for the following position.

1. M & E Associates: Positions: Bihar - 3 (West Champaran, Purnia, Bhagalpur) and Assam - 3 (Kamrup Metro, Dibrugarh, Baksa)

Qualification and experience

- Bachelor's degree in Statistics/ Computer Applications / Math's from a recognized institution.
- Minimum of 2 years' experience in handling data management, MIS and documentation in health program
- Working experience in TB program, any other Health projects / program

- Knowledge of monitoring and evaluation and excellent data management skills
- Excellent problem-solving, analytical, interpersonal and coordination skills
- Knowledge of Mobile oriented technology-based data management applications
- verbal and written communication skills in English & Local language.
- Report writing skills, knowledge in computer applications with knowledge of the MS office suite or OSS.
- Ability to travel within the project area.

Roles and Responsibilities:

- Oversee and management of the M&E needs of the project closely working with District Project Lead and State M&E Coordinator.
- Support the MERL activities at the district level
- Ensuring the quality of routine programme monitoring data
- Liaising with district NTEP to strengthen and use of NIKSHAY data at the district level
- Training the field staff on various formats used in the project
- Facilitating timely data collection at field level
- Coordinating with district team and the field staff for timely submission of monthly and quarterly reports
- Reviewing the reports/data with the district and state team
- Analyzing the data and providing feedback on a monthly basis and discuss program gaps with the field team
- Undertaking joint visits in assessing barriers in outreach and other field level activities to provide feedback to the district team
- Support the state and central M&E team in conducting operation research and evaluation studies.

Reporting: The M & E Associates will be reporting to the Project Implementation Lead – District (PIL-D) of respective district/s

Remuneration: The remuneration for the above positions will be fixed in line with internal policies and market standards which will be fixed based on qualification, relevant experience, budget availability and interview performance.

KHPT provides a safe working environment for all its employees; follows the principle of equal opportunity and encourages women applicants to apply. Also, individuals who are physically challenged with the required skills /knowledge and who are willing to travel are also encouraged to apply.

We will be following a systematic selection process to fill this position based on experience, competency, suitability, aptitude to work with our health programmes and in-depth knowledge of thematic areas we work. Only shortlisted candidates will be invited for an interview.

The above position demands excellent communication, interpersonal and computer skills and also involves travel. Preference will be given to candidates who have work

experience in the relevant field and local candidates with required experience and skillsets.

How to apply:

Interested candidates are requested to apply using the prescribed **KHPT Application Format** with a covering letter and email it to jobs@khpt.org. Candidates can download the format by clicking on '[Application Format](#)' or visit [our website](#) to download the format.

The application should reach on or before **31 March 2021**.

Please note that completed applications in the prescribed format will help us in shortlisting effectively.