



# STATE HEALTH SOCIETY BIHAR

Pariwar Kalyan Bhawan, Sheikhpura, Patna 800014



## Situations Vacant :

State Health Society, Bihar registered under Indian Society Registration Act, 1860 (Reg. No-08/2005-06) was set up to provide additional managerial and technical capacity to the Dept. of Health and F.W., Govt. of Bihar for implementation of National Rural Health Mission in the State of Bihar. For Ayush Programme Management Unit in State Health Society, Bihar application is invited for following post -

### **Ayush Programme Management Unit, State Health Society, Bihar –**

1. Programme Manager - One post

The ToR, qualifications/ experience/ emoluments of above position and application form available on the website of the State Health Society, Bihar ([www.statehealthsocietybihar.org](http://www.statehealthsocietybihar.org)). Willing person who fulfill the eligibility criteria should submit his/her application, addressed to the **Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014**, containing self attested photocopies of certificate and testimonials in sealed envelope so as to reach this office by 5 PM on or before 31<sup>st</sup> July, 2011. On the right top of envelope – Name of the post applied for- should be mentioned in capital letters and red ink.

- Incomplete application/ application received after prescribed date and time shall not be entertained.
- The society reserves the right to postpone/cancel the appointment of above post; its decision will be final.

**Executive Director  
State Health Society, Bihar**

**State Health Society, Bihar  
Parivar Kalyan Bhawan, Sheikhpura, Patna 800014**

**Terms of Reference**

**Inviting applications for position – Programme Management Unit (AYUSH)**

Department of Indian Systems of Medicine and Homoeopathy (ISM&H) was created in March, 1995 and re-named as Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH) in November, 2003 with a view to providing focused attention to development of Education & Research in Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy systems. The Department continued to lay emphasis on upgradation of AYUSH educational standards, quality control and standardization of drugs, improving the availability of medicinal plant material, research and development and awareness generation about the efficacy of the systems domestically and internationally.

The NRHM seeks to revitalize local health traditions and mainstream AYUSH including manpower, to strengthen the Public Health System at all levels. With this objective, State Health Society, Bihar under National Rural Health Mission is inviting applications for the following positions on contractual basis:

**Position: Programme Manager.**

**Reporting to State Programme Officer - AYUSH, SHSB**

Place of Posting – State Health Society, Patna

No. of Position – 1

Category – Open

**Roles and Responsibilities:**

- Provide technical and managerial assistance for implementation of the NRHM and its goals as may be agreed upon from time to time with AYUSH Wing of State Health Society.
- Assist the State Programme Manager-AYUSH in all the matters relating to overall management of human and financial resources under the package of NRHM in the State.
- Analyze financial and physical progress report of all the districts and take corrective measures for improving output.
- Submit reports and organize meetings for reviewing the AYUSH programme.
- Provide necessary support to technical consultant appointed at state and field level.
- Regular follow up of the programs and report to concerned authority accordingly. Ensure the participation of Government authorities, development partners in the process to develop operational plans and strategies, monitoring the implementation process and progress as far as AYUSH system is concerned.
- Prepare monthly action plan for AYUSH and ensure that proposed activities are implemented timely and effectively.

- Documentation of the best practices/success stories.
- Advocacy with regional/district level government officials and functionaries.
- Undertake studies & budgeting and financial planning as required by the low performing areas concerning AYUSH.
- Undertake any other duties assigned to him by State Programme Manager - AYUSH and his team.
- Supportive supervision visits to the districts and ensure timely and quality programme delivery and reporting.

#### **Qualification & Experience:**

- Post Graduate-Ayush/ Medicine with Post Graduate in Hospital Management or Health management with any reputed organization along with 1 year working experience in reputed organization preferably with Ayush Scheme in Govt. Setup/ Private Sector/ Organization **or**, Post Graduate or higher qualification in Public health /Community health / Social Sciences /Social Welfare/Rural Management along with 3 years working experience in reputed organization preferably with AYUSH stream in Govt. set up/ Private Sector/ Organization **or**, MBA/Master Degree in Personnel Management/ Management in HR from a reputed AICTE recognized institute with minimum 3 years working experience.
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel and Power Point.
- Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English. Working knowledge of Hindi also desirable.
- Demonstrated ability to work in a multi-disciplinary team environment.
- Demonstrated experience in operationalising health programme at field level / working in strengthening district level health systems.

#### **General Condition:**

- Maximum age limit 45 years.
- Specific work experience in relevant field may be indicated in application.
- The recruitment will be on contract basis for a period of 1 year which may be renewed every year based on performance & conduct of the consultant.
- Consolidated Salary for Programme Manager will be Rs. 25, 000/-.
- Application fees for the post mentioned would be Rs. 500/- and 250/- respectively for general & reserved category.
- No application will be accepted without submission of application fee.
- Original Bank Draft (Application Fee) drawn on any nationalized bank and **payable at Patna favoring "State Health Society, (AYUSH Division) Bihar"** should be sent along with application form to Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna 800014.
- Only short listed candidates will be called for interview.
- No TA/DA will be given for attending the interview for any position.
- The society reserves the right to cancel the position mentioned above.

- Application in the prescribed format and complete in all respect must be sent to **Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna 800014** containing self attested photocopies of certificate and testimonials in sealed envelope by **speed/registered post on or before 31/07/2011 at 5 pm**. The name of the post applied for must be mentioned on the top of the envelope.
- The TOR, qualifications/ experience/ emoluments of above position and application form available on the website **[www.statehealthsocietybihar.org](http://www.statehealthsocietybihar.org)** .

**Last date of submission of form along with fee is 31/07 /2011 at 5 pm.**

- Applications should be sent in prescribed format available on the above mentioned website clearly mentioning the position applied. Applications in other format will not be accepted.
- For any further details/clarification regarding this advertisement, State Health Society, Bihar may be contacted on working days during office hours (10.00 – 17.00 hrs) on Ph. No. 0612-2281545.

**Executive Director  
State Health Society, Bihar**