

**Position: Executive Director State Health Resource Centre, Chhattisgarh**

Location: Raipur, Chhattisgarh

Last Date for Application: 30<sup>th</sup> June 2023, 5pm.

The State Health Resource Centre (SHRC), Chhattisgarh is a state level institution to provide technical support to the Department of Health and Family Welfare (DoHFW), Chhattisgarh including National Health Mission and other state level initiatives for strengthening public health systems. Its tasks include studies and evaluations, policy and strategy development, capacity building of health workforce and strengthening of community processes that lead to strengthening of state's health systems.

The Governing Board Chair of SHRC has put in place a search cum selection committee to find a suitable Executive Director to head the State Health Resource Centre, Chhattisgarh. Detailed terms of reference are given in below and are available on SHRC's website. Eligible and interested candidates are invited to apply.

**Eligibility and Terms of Reference for the Executive Director, SHRC**

**1- Eligibility and Qualifications**

- Education: Post Graduate Medical OR Post Graduate or Doctorate in Public Health/Healthcare Management/Health Systems OR Doctorate in management or relevant social sciences
- Experience: A minimum of 15 years of work experience of working in improving health systems or public health
- A minimum of five Publications in Peer Reviewed Scientific Journals
- Excellent writing, communication and analytical skills, fluency in English and Hindi would be desirable
- Demonstrated ability to work in a multi-disciplinary team environment and also taking initiative
- Capacity to effectively co-ordinate with different levels of Central, State Governments, academic and research institutions, civil society
- Age—more than 45 years as on 25<sup>th</sup> June, 2023.

**2. Roles and Responsibilities (Terms of Reference)**

The Executive Director will be in-charge of the SHRC. The key thematic responsibilities of Executive Director, SHRC shall include the following:

1. As 'Member Secretary' of the Society registered as SHRC, will be responsible for looking after all the business of the Society.
2. Lead the team to undertake situational analysis of different components of health sector and contribute to evidence and recommendations for policy making and health system planning, including through programme evaluations and operations research
3. Preparation of policy proposals for health systems development and strengthening including human resources for health, access to essential medicines and diagnostics, capacity building of health workforce, health information systems, health financing and evidence based health planning.
4. Lead the management and strengthening of the Mitani Community Health Worker programme and associated community-based committees. Strengthen the Comprehensive Primary Health Care through

capacity building, monitoring and facilitation support to the Health and Wellness Centres. Guide the development of inter-sector action for health and its social determinants, community participation mechanisms, social mobilization campaigns, local planning, training and orientation of PRIs and other local governance structures

5. Actively engage various sections of DoHFW, Governing Board members, partner organizations and others

6. Build, lead, develop, and retain a high-performance senior team including technical resource persons

7. Ensure that the organization has a long-term strategy which achieves its mission, and toward which it makes consistent and timely progress

8. Maintain official records and documents, and ensure compliance with government /statutory legal regulations

9. Maintain a working knowledge of significant developments and trends in the health related policies

10. Undertake any assignments according to suggestions given from time to time by the Governing Board/Executive Committee of SHRC or DoHFW, Chhattisgarh

**Remuneration:** A competitive remuneration package will be provided (comparable to similar national and state institutions), to the selected candidate.

**Tenure:** The initial tenure of the contract will be of three years. It can be extended by the Governing Board based on mutual agreement.

**Eligible candidates should send their applications by email to <[shrchr@gmail.com](mailto:shrchr@gmail.com)>. Applications sent by any other means will not be considered. Applications should consist of the filled in application form (in the format provided), a detailed CV and a recent photograph.** Out of the applications fulfilling the minimum eligibility, further shortlisting of candidates will be done for the interview process. Only the shortlisted candidates will be informed, through email.

**Applications should be addressed to:**

Senior Administration Coordinator  
State Health Resource Centre (SHRC)  
First Floor, State Health Training Building  
Bijli Office Chowk, Kalli Badi  
Raipur Pin: 492001, Chhattisgarh

Kindly make sure to mention the post applied on subject-line of the e-mail. **Last date for receiving applications is 30<sup>th</sup> June, Time 5.00 pm**

**Format for application form**

Name:

Recent Photograph

Date of birth:

Sex:

Date of Birth:

Languages spoken:

Languages written:

**Education qualifications** (from under-graduate level onwards):

Qualification	University	Year of completion

**Work experience:**

Total years of work experience: .....

Years of experience in health systems: .....

Designation	Organisation	Period (From ..... To.....)

Last drawn remuneration .....(in Rupees per month)

**List of Peer Reviewed Publications:**

**Contact**

Current address:

Email:

Mobile no:

**Signature**

(Please also enclose your updated detailed CV)