

Position	Essential Qualification	Essential Experience	Desirable	Job responsibilities (All SACS, district and facility level staff will work in accordance to the operational and technical guidelines of NACO issued from time to time focussing on but not limited to the following activities)
<u>AD-IEC</u>	Post graduate degree in Social Sciences/ Humanities or any other related field.	Minimum 3 years experience in planning, implementing and monitoring of mid-media activities at State level A good understanding of folk and traditional media, BTL and other mid media vehicles Excellent written and oral communication skills in Hindi and English Candidate is willing to undertake extensive travel Additional experience of designing communication aids on HIV/AIDS . • Sound knowledge of handling virtual meeting platforms, video conferencing, social media platforms and computer skills.		☐ Draw up an Annual Action Plan as per state specific ACSM strategy under NACP V and ensure its implementation ☐ Ensure development of BCC materials and its dissemination through different media channels ☐ Coordinate with different stakeholders for implementation of BCC plan ☐ Ensure availability of IEC Materials at different service centres ☐ Sensitize and engage media and health journalists on issues pertaining to HIV/AIDS. ☐ Undertake supervisory visits in the field and ensure monitoring and evaluation of IEC/Mainstreaming programmes ☐ Compile and submit a monthly assessment report to NACO on programme implementation in the state

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AD-SI	Master/ Post Graduation in Public Health/ Health Administration/ Applied Epidemiology or Diploma in Public Health (Two year course) and similar streams from a Recognized University. OR Masters in Demography/Statistics/ Population Sciences/Social Sciences/Computer Application.	Experience in Public Health in surveillance/research/M&E/epidemiology. Working knowledge of computers including MS office package and SPSS. Good working knowledge of epidemiological analysis and biostatistics.	Past experience of working in HIV/AIDS programme or projects under Government or bilateral/ multi-lateral agencies in India. Good working knowledge of Epidemiological analysis and other statistical packages. • Preference will be given to the candidate working in the field of HIV/ AIDS	☐ Support Staff for strategic information and information technology at State level under NACP. ☐ Any other activity assigned under the Programme

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DD-BSD	MBBS OR Bachelors Degree in Medical Sciences OR Post graduate diploma in Preventive and Social Medicine or Community Medicine or Skin and VD/ STD/ Dermatology Venereology Leprology or Obstetrics Gynaecologist OR MBA in Health Management or Master in Public Health or Master in Health Administration. OR Masters degree in Psychology/Social Work/Sociology/Clinical Psychology/Medical Microbiology	Working experience of 5 years in Public health programme with focus on EVTHS, HIV counselling and Testing services, early infant diagnosis services and engagement with key populations and affected communities at National/State/District level with Govt. / NGO/Development Partners implementing agencies/Private Sector. (• For Masters/ PG diploma: Minimum 5 years post PG • For MPhil: Minimum 4 year post Mphil • For PhD: Minimum 2 year post PhD • For Medical Graduate minimum of 3 yrs. Post qualification • For Medical Post graduate minimum of 1 yrs. post PG qualification) • Working knowledge of MS Office.	M.Phil. (desirable PhD) Work experience in field based implementation. Proficiency in data management. Preference will be given to the candidate working in the field of HIV/ AIDS	☐ Focal point for HCTS, EVTHS and Sampoorana Suraksha at State level under NACP. ☐ Any other activity assigned under the Programme

SI Division

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DD-SI	Bachelors Degree in Medical Sciences and MD/DNB (Community Medicine/ Epidemiology) OR Master/ Post Graduation in Public Health/ Health Administration/Applied Epidemiology or Diploma in Public Health/Masters in Demography/Statistics/ Population Sciences/Social Sciences/Computer Application. (Two year course) and similar streams from a Recognized University.	5 years experience in Public Health in surveillance/research/M&E/epidemiology. Working knowledge of computers including MS office package and SPSS. Good working knowledge of epidemiological analysis and biostatistics.	Past experience of working in HIV/AIDS programme or projects under Government or bilateral/ multi-lateral agencies in India. Good working knowledge of Epidemiological analysis and other statistical packages. Preference will be given to the candidate working in the field of HIV/ AIDS	☐ Focal point for strategic information and information technology at State level under NACP. ☐ Any other activity assigned under the Programme

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DD-Prevention	Master/ Post Graduate Diploma in Social Sciences/ / Public Health/ Health Care Administration and similar streams from a Recognized University.	Work experience 5 years in the Development sector, Health Programmes or Health systems in the field of HIV/AIDS at State/National level with experience of engagement with Community and civil society organizations. (• For Masters/ PG diploma: Minimum 5 years post PG • For MPhil: Minimum 4 year post MPhil • For PhD: Minimum 2 year post PhD • For Medical Graduate minimum of 3 yrs. Post qualification • For Medical Post graduate minimum of 1 yrs. post PG qualification)	M.Phil., Ph.D. Preference will be given to the candidate working in the field of HIV/ AIDS	☐ Focal point for prevention programme including TI, LWS, OST at State level under NACP. ☐ Any other activity assigned under the Programme
AD-Prevention	Master/ Post Graduate Diploma in Social Sciences/ / Public Health/ Health Care Administration and similar streams from a Recognized University.	Work experience 3 years in the Development sector, Health Programmes or Health systems in the field of HIV/AIDS at State/National level with experience of engagement with Community and civil society organizations. (• For Masters/ PG diploma: Minimum 3 years post PG • For Medical Graduate minimum of 1 yrs. Post qualification)	Preference will be given to the candidate working in the field of HIV/ AIDS	☐ Support Staff for prevention programme including TI, LWS, OST at State level under NACP. ☐ Any other activity assigned under the Programme

IEC & MS Division

Position	Essential Qualification	Essential Experience	Desirable	Job responsibilities (All SACS, district and facility level staff will work in accordance to the operational and technical guidelines of NACO issued from time to time focussing on but not limited to the following activities)
JD-IEC & MS	Masters from a recognized university in Mass Communication or Post Graduate with PG diploma in mass communication Or MBA with PG diploma in mass communication	Experience of 7 years in the field of developmental/health communication including planning and implementation of IEC campaigns and engagement with key populations and affected communities at National/State/District level with Govt. / NGO/Development Partners implementing agencies/Private Sector. Working knowledge of MS Office.	• Experience in the field of advertising • Experience in preparation of Audio Visual Aids and display material in a responsible position, • Knowledge of AV Media & proficiency in handling audio-visual aids for training purposes. • Knowledge of modern training techniques. • Working knowledge of local language • Experience in handling Outdoor/mid-media activities/event management etc. • Sound knowledge of handling virtual meeting platforms, video conferencing, social media platforms and computer skills. • Preference will be given to the candidate working in the field of HIV/AIDS	☐ Lead focal point for all activities related to Advocacy, Communication, Social Mobilisation, Partnerships and Mainstreaming Programme at State level under NACP. ☐ Any other activity assigned under the Programme

	Category of the Position	Mode of Recruitment	Qualifications & Experience for NACP –IV.	Terms of Reference
	Assistant Director (Voluntary Blood Donation) Earlier designation - Consultant (Voluntary Blood donation)	Contractual	• Recognized PG degree in social science / sociology / social work • At least 3 years experience in organizing voluntary Blood donation • Preferably regular voluntary blood donor • Knowledge of donor motivation, donor recruitment and donor retention. Knowledge of local language .	1. Management and administrative facilitation of the Blood Transfusion Services programme in the state with specific emphasis on voluntary blood donation as per operational and technical guidelines of DAC/NBTC 2. Responsible for physical, financial and facility target achievement in the programme as per approved annual action plan 3. Develop State Level Strategies for promotion of VBD & phasing out of replacement blood donation based on DAC/NBTC guidelines. 4. To prepare Quarterly Camp Schedule for DAC supported blood banks as per their requirement 5. Visit all DAC supported BCSU each quarter to monitor the voluntary blood donation 6. Conduct field visits to poor performing districts of the state to develop dist level strategies for improving VBD 7. Monitor the blood bank counselors with respect to donor screening, counseling and motivation 8. Coordinate actively with State Blood Transfusion Council, state chapter of IRCS, Red Ribbon Clubs, Voluntary Organizations, Associations of Voluntary Blood Donors,

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				Organizations of Donor Motivators, Youth Organizations and others to conduct awareness activities on Voluntary Blood Donation to improve donor motivation, recruitment & retention 9. Hold quarterly coordination meetings with incharges of DAC supported blood banks and camp organizers to facilitate VBD 10. Facilitate release and monitor the financial expenditure (VBD camps, IEC, donor refreshment) for organizing the camps. 11. Facilitate capacity building trainings on Donor Motivation, retention and recruitment 12. Support JD/DD in streamlining and strengthening SIMS reporting from DAC supported Blood Banks 13. Participate in conduction of periodic review of the programme at state level 14. Maintain supply chain and logistics of commodities supplied under the programme through DAC to the DAC supported Blood Banks 15. Establish and maintain referral linkages between Blood Banks to ICTC/ DSRC/ OPD for referral of seropositive donors 16. Submit periodic reports on Blood safety activities to DAC 17. Take up any other work as assigned by the Project Director from time to time.