

Government of India  
Ministry of Health & Family Welfare  
Department of AIDS Control  
(National AIDS Control Organization)

**Application are invited for contractual appointment of Programme Officer (Link Worker Scheme)**

The qualification for the post of Programme Officer (Link Worker Scheme) is as under:-

Essential Qualification: Masters in Social Development/Public Health/Health Administration

Experience : Minimum 3 yrs (Preference will be given to persons having experience of working in the projects run by bilateral agencies in India viz. World Bank, WHO, UNAIDS, USAID. The incumbent should have working knowledge of computers including MS office package).

Job profile:-

- Facilitate the establishment of supportive and supervisory mechanism for the SACSs in the form of Technical Support Unit(TSU) to facilitate the use, analysis and dissemination of information (physical and financial)generated in TI programme and Link Worker Scheme for an evidence based planning and monitoring.
- Support the development of benchmarks-programmatic and financial for each state and each programme based on the evidence (epidemiological/anecdotal) to comply with the year wise targets for NACP-III/IV.
- Ensure that the staffs at SACS and TSU level develop requisite capacity to generate, use, analyses and disseminate information (physical and financial) related to TI and LWS.
- Coordinate with SACS to implement and maintain- use of CMIS and other relevant monitored indicators as and when shared from NACO at all level as desired.
- Provide necessary technical support to maintain quality of the information generated and revalidate the same time to time.
- Support the annual evaluation of the States- by developing tools, validating the same, developing capacity to implement the tools.
- Generate reports of various forms for use by State/NACO/partners out of the information gathered during evaluation.
- Develop specific plans for states to scale up and saturate target population as required.
- Update and share the information generated by the States with major stake holders at state and national level including M&E division at NACO.
- Help and facilitate in developing state specific technical support.
- Help and facilitate in Programme Officer and Technical Officers at NACO level for monitoring and guiding the NACP-III/IV.
- Co-ordination with SACSs and TSUs.
- Conduct training needs assessment and prepare training plan and curriculum in coordination with regional and National institute.
- Facilitate the implementation of training plan.

- Develop inventory of documents about the best practices and sharing with stakeholders.
- Develop resource pool of mentors to support state level interventions.
- Develop plan to ensure the saturation of coverage of vulnerable sexually active population/rural sex workers.
- Provide technical assistance to SACS/TSU.
- Ensure the contracting process of NGOs/Partners.
- Fund released to NGOs/Partners.
- Capacity building of SACS and NGOs/partners.
- Ensure the evaluation process of LWS
- Any other work assigned by Senior Officers.

Other conditions:-

Age: Not more than 60 yrs.

Remuneration Range (Rs 51750/- to Rs. 75000/-) per month. A variation upto 25% higher than minimum of the range can be allowed, depending on qualification and experience and approval of the competent authority.

Application with CV may be sent by email at the following email address [job.naco@gmail.com](mailto:job.naco@gmail.com) with subject line “**Application for Programme Officer (Link Worker Scheme).**” The last date of receipt of application will be **27 May 2012**