

## **TERMS OF REFERENCE FOR PROJECT CONSULTANT- Human Resources for Health (HRH & Health Financing), MHSSP.**

### **Introduction to the Project**

Meghalaya, a small state in the North East India, carved out of Assam in 1972, has a Legislative Assembly and three autonomous Hill Councils, covering all 11 districts. With a population of 3 million (2011), the state is on average poorer than rest of India, but more equitable, as only 12 percent of the population live below the national poverty line in comparison to 22 percent at the national level (2011-12). The state is predominantly rural (80 percent), with a hilly terrain, rapid urbanization and poor connectivity. With 86 percent of the population categorized as Scheduled Tribe, Meghalaya's main ethnic communities are the Khasis, the Garos and the Jaintias. The complexities in the governance structures provide unique challenges to social and health outcomes, that need local solutions.

The Government of Meghalaya is committed to improving the health status of its citizens. Despite considerable challenges, the state has shown progress in various health indicators over the last decades. To further accelerate the progress, the Department of Health and Family Welfare (DoHFW), Government of Meghalaya with technical and financial support from the World Bank, is implementing 'Meghalaya Health Systems Strengthening Project' (MHSSP) in the state. The MHSSP intends to improve accountability, quality and utilization of health services in Meghalaya, especially among public facilities at primary health center (PHC), community health center (CHC) and district hospital levels. In order to achieve its objectives, the MHSSP will over the next five years adopt a system approach to combine results-based financing and input-based financing with the aim of achieving enhanced performance management in the public sector.

The project activities are structured across 4 broad areas, while the first three address different parts of the project development objective (Accountability, Quality and Utilization), the fourth area is related to Contingent Emergency Response Component. The details are as under:

Area 1: Improve accountability and strengthen governance through Internal performance agreements: This will support the creation of an enabling environment for reforms at each level (state, district and sub-district), enhance performance of the DoHFW and its subsidiaries, and improve efficiency of the public health administration.

Area 2: Strengthen Systems to Sustain Quality of health service: This will focus on improving the quality of care through a comprehensive quality assurance for health service; augmenting systems related to human resource management, bio-medical waste management, procurement and supply chain, and project management capacity.

Area 3: Increase coverage and utilization of quality health services: This will mainly focus on increasing the coverage of the state health insurance program, pilot for strengthening primary care response through the Health and Wellness Centers, strengthening community interventions and engagement.

Area 4: Contingent Emergency Response Component: A mechanism for provision of immediate response to an Eligible Crisis or Emergency, as needed.

**Job Title: Project Consultant—Human Resources for Health (HRH), MHSSP.**

**Duty Station:** Shillong

**Duration:** The assignment is on purely contractual basis. The tenure will be for 1-year with the possibility of extension for 3 years subject to satisfactory performance.

**Reporting to:** Project Director, MHSSP.

**Main Function:** The function of the Project Consultant is to provide technical expertise with regards to HRH activities under the MHSSP.

**Duties and Responsibilities:**

1. Lead the development of HRH strategy and framework in the State.
2. Provide Technical Assistance for effective planning, development, implementation and monitoring of activities related to HRH.
3. Co-ordinating and building synergies among all HR functions under the Department of Health & family. Create networks for continues engagement and effective advocacy with key stakeholders including state health directorates, National health mission (NHM), nursing section.
4. Strengthen the Nursing section (in the directorate) and Meghalaya Nursing Council, design good management practices that improves the overall efficiency of these institution for delivering quality education in the state.
5. To help improve the output metrics for Nursing education and increase the number of competent Nurse-midwives by implementing INC standards.
6. To support identified institutions to upgrade the course from GNM to B.sc Nursing through infrastructure revamp, capacity building and other innovative strategies.
7. Participate in developing a comprehensive capacity building framework to update clinical skills & practices and Techno-managerial skills of the identified HRH.
8. Benchmarking and setting up a baseline of the existing capacity and capability norms basis skill mapping and competency analysis.
9. Help mapping Individuals/Agencies (Experts, Training Nodal Centres, Online) to provide thematic based trainings for the HRH.
10. Institutionalize concurrent capacity building system for Nursing school faculty and institution as whole and improve competency level of teaching faculty.
11. Effective management and monitoring of all consultancy services and other procurements related to HRH.
12. Managing smooth functioning of HRMIS and ensure systematic collection, documentation, and presentation of HRH data/reports/trackers / database / dashboards for timely use for project leadership, decision makers and support to districts.
13. Building capacities at district and state level for making state and district human resources for health plans and for review & improving the plans, using both epidemiological and HMIS inputs and support on budgeting and financial planning as required.
14. Coordinate activities related to HRH under component 1 (IPA) and provide necessary support to multiple levels in achievement of defined targets.
15. Closely work with the PMC and other project consultants to accomplish HRH activities.

16. Provide technical support for the analysis of health financing situation in the state.  
Identify the challenges, gaps and opportunities
17. Any other work assigned by the Project Director, MHSSP.

## **Key Deliverables**

The Consultant is expected to deliver the following:

### ***HRH strategy and management framework***

- On-boarding of key consultancies under HRH and capacity building
- Monitoring the desk review of the existing HRH data and detailed review of the preliminary written report.
- Successful completion of HRH enumeration (Field work, data collection & Analysis) and completion of detailed review of the written report.
- Facilitating the functional review of the directorates and ensure its smooth completion with all the defined outputs.

### ***Capability building***

- Help design and monitor Training needs assessment.
- Help develop Detailed Training calendar for various health cadres.
- Regular coordination and monitoring of capacity building agencies and activities through their implementation course.

### **Nursing**

- Regular coordination with the nursing section (directorate) and Meghalaya nursing council.
- Identify and develop school wise detailed plans for upgradation from GNM to B.sc schools.
- Develop an Institution wise capacity building needs, mentorship program and create a resource pool of institutional trainings and individuals for linkages.

### **Eligibility and other essentials:**

- Post-Graduation or higher qualification in Public health, Business management, social work with a year 5 years of post- qualification experience.
- Work experience/Competence in the area of human resources for health, health systems strengthening, and Nursing would be an advantage.
- Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel, Power Point& Web surfing to search relevant data & documents.

### **Skill requirements-**

- Good communication and presentation skills, analytical and interpersonal abilities
- Interpersonal and leadership to direct and implement planned activities.
- Non discriminating, transparent, participative

- Advocacy, Negotiations, and communication skills
- Engagement with state and district level management
- The project envisages intensive travelling within specified districts and high energy inputs. Willingness to travel to districts to provide technical assistance, handholding, monitoring & supervision and ability to work on different activities simultaneously to meet the timelines for assignments.
- For some tasks specific technical skills or part experience in some specific areas is desirable – these include Evaluation Techniques & Study Designs, Policy Development Work, data review, report writing etc.
- Experience in World Bank Project will be an added advantage.

**Languages:**

- Excellent oral and written communication skills in English language is essential.
- Proficiency in local language will be an advantage.